



KESH

KING EDWARD VI
SHELDON HEATH ACADEMY

For office use only

Pupil ID:

Completed by:

Passed to:

Date:

Children, Young People and Families

Application for a Change of School (In-Year)

Please complete one application form per child. Failure to complete all sections of this form may delay your child's application. Please use black ink and capitals.

Before you fill in this form please read the parents information booklet – 'Opportunities for your child in Birmingham'. Copies are available in all schools, local libraries, online at or from Admissions and Appeals Service, Children Young People and Families.

Section 1

To be completed by parent/carer

IMPORTANT: PROOF OF YOUR HOME ADDRESS MUST BE SUPPLIED WITH THIS FORM

Acceptable proof includes: a copy of council tax, gas or electricity bill (within 6 months). Failure to provide acceptable proof may affect your child's eligibility for one or more of your preferred schools.

CHILD'S DETAILS

Surname:			
Forename:		Middle Name:	
Date of Birth:		Gender:	Male / Female

HOME ADDRESS

Flat No/Building Name:		Day Tel. No.	
Number/Street:		Evening Tel. No.	
District:		Mobile No.	
Town:		Postcode	

CONTACT DETAILS FOR PARENT/CARER (IF DIFFERENT TO ABOVE ADDRESS)

Title: e.g. Mr/Mrs/Miss/Ms	
Surname:	
Forename:	
Relationship to child:	

Why do you want a place at this school for your child?

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Do you have any other children at KESH Academy?

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Current/previous school:	
Current year group:	
Address of school:	
Is your child still attending? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If no, give reason and the last date your child attended:	
Date of leaving current/previous school:	

Is your child in public care or accommodated by a local authority (a looked after child)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, which local authority?:	
Please give the name of the social worker and a contact telephone number:	
Name:	Telephone:

Has your child ever been excluded from any school? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, please give dates of fixed term and/or permanent exclusions:	

Are there any other agencies involved with your child, eg. Education Welfare/YOS/YISP/Connexions? Please provide details and name of contact(s):	

If your child experiencing difficulties please explain what contact you have had with school regarding this. When was the last meeting with school, with whom did you meet and what was the outcome?:	

Any other information relevant to this application, for example social, educational or disciplinary issues:	

IMPORTANT: PROOF OF YOUR HOME ADDRESS MUST BE SUPPLIED WITH THIS FORM

Acceptable proof includes: a copy of council tax, gas or electricity bill (within last 6 months).

Failure to provide acceptable proof may affect your child's eligibility for one or more of your preferred schools.

Please ensure that you have included any additional information forms that are required.

Failure to complete additional information forms may affect the outcome of your application.

Section 2 To be read and signed by parent/carer

DECLARATION AND CONSENT TO SHARE INFORMATION

The information provided on this application form will be used to ensure that the Academy's records are correct. It may also be shared with other agencies and service providers to ensure that your child receives an appropriate service. The full Data Protection statement can be found in both the Secondary and Primary Education booklets.

If a parent/carer knowingly and willingly provides a false statement which would affect the success of this application they may have the school place withdrawn.

I confirm that I have read and understood the notes relating to this application.

I certify that the information, which I have provided, is correct and that I am aware that giving false information may result in any offer of a place being withdrawn.

I give my consent for the school admissions service to contact relevant agencies in order to validate this application.

Signature of parent or carer: _____ Date: _____

Before posting your application please check that you have enclosed all necessary documentation.

This will enable us to process your application more effectively.

- Have you completed Sections 1 and 2 of the application form?
- Have you included relevant documents as proof of your address?
- Have you checked and signed the form?

If the application is incomplete it will be returned to you

Please return this form to:

Mrs S Chainey

King Edwards VI Sheldon Heath Academy

Sheldon Heath Road

Sheldon

Birmingham

B26 2RZ

Telephone: 0121 464 4428

Fax: 0121 464 9614

Email: enquiries@keshacademy.com