



**HYLANDS SCHOOL** Chelmsford Road, Chelmsford, CM1 3ET Tel: 01245 266766 Fax: 01245 252570 Email:hylandsoffice@hylands-tkat.org

**Mid-Year Application for a place at Hylands School** (You should not remove your child from his/her current school until a place has been secured) Section 1-4 must be completed by all applicants

**Section 1 Student Details**

**Student Surname:** ..... **Student Forename(s):** .....

**Date of Birth:** ..... **Year Group:** ..... **Male**  **Female**

**Current School (or last school attended):**

.....

**Town and Postcode of Current/Last School**

.....

**Is your child still attending? Yes**  **No**  **If NO date of last attendance**.....

**If your child has been known by another name add it here:**

.....

**Section 2 Home Address**

.....

.....

**Section 3 Parent/Carer Details**

**Mr/Mrs/Miss/Ms Forename:** ..... **Surname:** .....

**Relationship to child:** .....

**Home Tel Number:** .....

**Mobile Tele Number:** .....

**Email Address:** .....



### Section 4 Reasons for change of school

**A) Preferred Date of Admission:**

\_\_\_/\_\_\_/20\_\_\_

**B) If you are moving into the area: Date of Move: \_\_\_/\_\_\_/20\_\_\_**

**C) New Address if different from Section 2:**

.....

**If you have not moved please give the reasons for a change of school below:**

.....

**D) Have you discussed your reasons for leaving with your child's current school?  Yes  No**

### Section 5 Other Information

**Is your child cared for by a Local Authority or is he/she a previously looked after child?**

Yes  No

**Does your child have a statement of Special Educational need?  Yes  No**

**Are there any exceptional medical reasons why the child should specifically attend this school? (In accordance with the schools Admissions Policy)**

Yes  No If yes please attach supporting evidence.

**Signed: ..... Date: .....**

**(If you are moving/have moved to the UK from overseas please complete Section 6)**

Data Protection Act 1998: the personal information collected on this form will be used and shared with Essex County Council for the administration of schools admissions



### To be completed by the current / previous school only

Name and position of person completing the form:

Date of Completion:

Students Name and Date of Birth:

**1. Has the student named overleaf been placed in Alternative provision (AP) or the equivalent within the last 2 years prior to this application or where the student's last provision was a PRU?**

**YES / NO:**

**Name of Provision:**

**2. Has the student had 3 or more fixed-term, behaviour related exclusions (or equivalent, e.g. a short term placement at an external/internal provision), where at least 2 of the exclusions were more than 1 day each, within the last year?**

**YES / NO:**

**Please provide dates if yes:**

**3. Has the child been removed from the school roll / AP roll for a minimum of 1 term?**

**YES / NO:**

**Please give details if yes.**

**As the Parent/Carer of this child I give my consent to my child's current/previous school releasing this information for the purpose of this school application.**

**Parents Name..... Signed.....**

**As the pupil, I give consent to my current/previous school releasing this information for the purpose of the school application.**

**Child Name.....Signed.....**

**IMPORTANT: Parents need to send this page of the form to the school with the application, but**

**parents should also keep a copy of this completed page as you may need it later.**



## Section 6 Application for Overseas Student

**If you are moving from abroad a member of the Admissions Team will need to meet both the child and parent and see an original copy of the child's birth certificate (translated if necessary) and passports for the child and parents.**

Children who meet any of the following criteria have the same rights as UK residents to apply for a place at a state school.

- Full British Citizen Passport (not British overseas territories or British overseas passports)
- Passport that has been endorsed to show they have the right to abode in this country
- Full passport of any country in the European Economic Area (plus Switzerland, Iceland, Norway and Liechtenstein)

If an applicant holds a passport describing them as British Overseas Territories citizens or British Overseas citizens they have no automatic right of abode in the UK. This also applies to non-EEA nationals.

However, the majority of British Overseas Territories citizens also hold British citizenship. On 21 May 2002, those who held British Overseas Territories citizenship became British citizens automatically by virtue of section 3(1) of the British Overseas Territories Act (BOTA) 2002. Those who acquired British citizenship under the BOTA 2002 are therefore eligible to apply for a British passport and have the right of abode in the UK under Section 39 of the British Nationality Act 1981.

Those who acquired British citizenship under the BOTA 2002 also maintain their status as a British Overseas Territories citizen (BOTC) and therefore are eligible to carry both categories of passport. However, a person is only entitled to hold **one** form of evidence of their right of abode in the UK (i.e. either a British citizen passport **or** a certificate of entitlement in their BOTC passport).



**Student Name:**

.....

**Issuing Country of Passport:**

.....

**Passport Number:** ..... **Date of Expiry:** .....

**Visa Number:** ..... **Date of Expiry:** .....

**Date of entry into the UK**.....

**I confirm that the information given in Section 6 is accurate.**

**Signed:** ..... **Date:** .....

Data Protection Act 1998: the personal information collected on this form will be used and shared with Essex County Council for the administration of schools admissions