

## Common Application Form (In year Admissions – Primary School)

You will need to complete this form if you would like your child to attend any maintained (state) school within Oxfordshire.

Please complete in CAPITAL LETTERS.

### Section 1 Child's details

Legal Surname		First Name			
If your child is known by a different surname, please state it		Middle Names			
Address			Male or Female		
			Year Group		
			Date of Birth		
			Day	Month	Year
	Postcode				

Your child's current or most recent school			
Please give details (and a contact telephone			
Does your child have a Statement of Special Educational Needs?		If yes, which Authority maintains this Statement?	
Is your child 'looked after' by a Local Authority?	YES/NO	If yes, please give the name of your child's social	
Does your child have a disability (defined in the Disability Discrimination Act (1995) as	YES/NO	Please give the nature of your child's disability	

### SECTION 2: Your Details

Name(s) of parents/carers living at home address above	Mr/Mrs/Miss/Ms/Other		
Relationship to child			
Daytime telephone number		Contact telephone number (e.g. mobile)	

Name of other parent/carer	Mr/Mrs/Miss/Ms/Other		
Home address			
Relationship to child		Contact telephone number (if	

For Office use only

Pupil UPN		Catchment School	
A.E.O Name			

Child's Name	
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**Section 3 Your Preferences**

Please write the names of up to three schools you would like your child to attend in the section below. Put the school you would most like your child to attend first in the list. You can only list schools in Oxfordshire on this form.

First Preference School	Office Use
Second Preference School	Office Use
Third Preference School	Office Use

**Section 4 : Reasons for Request for Admission or Transfer**

When do you want your child to start the new school?

Are you moving into Oxfordshire *(please tick if appropriate  and give details including date of arrival)*

Are you requesting a transfer between Oxfordshire schools *(please tick if appropriate )*

Please tell us your reasons below


Does your child have any brothers or sisters attending the preferred school(s)? *(please give details)*


**Section 5: Confirmation of Transfer Request**

If your child already attends an Oxfordshire primary, infant or junior school, the box below needs to be signed by the Headteacher of your child's current school, to show that you have discussed the proposed transfer with them.

Name of staff member		Job title	
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**Section 6: Church (voluntary aided) schools [optional]**

Please complete this section if you have applied for a place at a church (voluntary aided) school in Section 3.

My child is of the following faith/denomination	
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I attach a supplementary information sheet for a voluntary aided school	YES/NO
I attach a copy of my child's baptismal certificate	YES/NO

**Section 7: Declaration**

*Please note that, if you deliberately give false information, we may withdraw your child's offer of a school place.*

I have read and understand the 'How to fill in ...' notes. All the information I have given on this form is correct to the best of my knowledge. By signing this form, I understand that I am giving my consent to Oxfordshire County Council to process the information in this form for educational purposes and to share it with other agencies and admissions authorities for educational purposes. I am also giving my consent of Oxfordshire County Council to obtain further information about my child including attendance and/or exclusion data if appropriate. I understand that Oxfordshire County Council will keep this information securely.

Signature		Date	
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