

# St Dunstan's Catholic Primary School

## Application for a School Place

If you wish to apply for a school place after the normal intake in September, or for a place in any other year group, then you must apply using this form.

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. The school is conducted by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ.

We ask all parents applying for a place here to respect this ethos and its importance to the school community. This does not affect the right of parents who are not of the faith of this school to apply for and be considered for a place here.

### Section 1

Child's Surname			
Child's First Name(s)			
Date of Birth		Current Year Group	

**\*\*Please include a copy of your child's LONG birth certificate with your application**

Address	
Post Code	

**\*\*Please provide evidence of home address: Acceptable proof includes a council tax bill, utility bill (gas, electricity, water – dated within 6 months. A Solicitors letter confirming contracts have been exchanged & confirming completion date. Copy of child Tax Credit award letter. A signed & dated original tenancy agreement.**

Contact Number Telephone Number(s)	
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Name of sibling(s) who will be a pupil at St Dunstan's Catholic School at the time of the applicant's admission	
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Please tick the appropriate box:

Is the above named child a Baptised Catholic or been Received into the Catholic Church?	Yes		No	
Is the certificate of Catholic Baptism/ Reception attached?	Yes		No	

**\*\*A certificate of Catholic Baptism/Reception should be provided in order for the application to be considered within a Catholic category. Failure to provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.**

**Section 2**

**Why do you want to move your child to this school**

**Name and Address and Telephone Number of Current / Previous School**

**Teacher's Name & Class**

**Is your child still attending**

**YES**  **NO**

**If no, please 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**  **NO**

**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 or had a managed move from any school? YES**  **NO**

**If yes, please give dates of fixed term and /or permanent exclusions and/or managed move**

**Are there any other agencies involved with your child, e.g. Education Welfare//IFST**

**Please provide details and name of contact(s)**

**If your child is 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?**

**Section 3**

**To be completed by the Head Teacher of your child's current or most recent school**

**Important note to parent/carer:** Failure to complete this section may delay your child's application

I confirm that the information provided by the applicant in Section 2 of this form is correct. Yes  No

Name of person completing this declaration .....

Name of School .....

Position .....

Signature ..... Date .....

**To be completed by parent/carer**

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

Full Name (Please Print) .....

Home Address .....

Home Telephone Number ..... Mobile .....

Relationship to child: Mother  Father  Step Parent  Family Member (live in same household)

Relative  Social Worker  Foster Parent  Other (Please give details)  .....

**Signature of parent or carer** ..... **Date** .....

***St Dunstan's Catholic Primary School provided by the Archdiocese of Birmingham and maintained by Birmingham Local Authority as a voluntary aided primary school. The Governing Body is the admissions authority and is responsible for taking decisions on applicants for admission.***

**Before returning your application please enclosed you have completed all sections of this form and enclosed all necessary documentation. Incomplete applications will be returned.**

Have you completed all sections of the form  Have you enclosed relevant proof of your address

Have you enclosed birth /baptismal certificates  Have you checked and signed the form

A Birmingham Local Authority Application for a Change of School Form should also be completed for children wishing to change school (In Year) in order that they can keep their records up to date.

These forms are available in the school foyer.

