

Nerrols Primary School

Late Application Form (Reception Year) For starting school in September 2019

PLEASE NOTE: This form is to apply for a place at **Nerrols Primary School only**. The School is not part of the Somerset co-ordinated admissions process in 2019. You will therefore need to complete an application form for other schools by visiting your **home Local Authority** website and search for admissions.

Phone Richard Huish Trust on 07827327162 if you need any further help.

Please complete and return this form by: 3 May 2019 for outcome letters to be posted on 7 June 2019. For applications received by 3 May 2019 we aim to send outcomes on 7 June 2019.

| | | | |
|--|--|---|------------------------|
| Child's Legal Surname: | | Child's Forename(s): | |
| | | | |
| Date of Birth: | | | |
| | | | |
| <p>This must be the child's permanent home address, where he/she lives with a person of parental responsibility as the main carer. Where there are shared care arrangements, Admission Authorities (AAs) will consider the application (with evidence) relating to the address where the child spends the majority of their time. Where the child spends equal time with both parents the admissions authority may ask for additional information including evidence of which parent/carer is in receipt of child benefit.</p> | | | |
| Child's Current Address: | (If you have recently moved please provide proof of address) | If Moving, Child's New Address: (You will need to provide proof of this address) | |
| Postcode: | Date since: | Postcode: | Date if moving: |

| | | |
|---|------------|-----------|
| Is this application for a looked after child | YES | NO |
| A 'looked after child' is a child who is in the care of the LA or provided with accommodation by that LA in the exercise of their social services functions. | | |
| If you are applying on behalf of a 'looked after child', please check the 'Yes' box and obtain the signature of the Social Worker involved in the child's care. | | |
| Has your child previously been a looked after child and is now formally adopted, subject to a residence/child arrangement order or a special guardianship order? | YES | NO |
| If yes, please provide a copy of the adoption order or a letter of confirmation from the relevant Local Authority. | | |

| | | |
|---|-----|----|
| Is this application for a child of UK Service Personnel or other Crown Servant? <u>Please Note:</u> Evidence of eligibility for this criteria will need to be provided. | YES | NO |
| Is your child eligible for pupil premium funding (entitled to free school meals on low income grounds)? <u>Please Note:</u> Evidence of eligibility for this criteria will need to be provided. | YES | NO |

Siblings:

If your child has any older siblings **who meet the sibling criteria** please provide details below:
Please note, children living at a different address **will not be considered**.

| | |
|-------------------------------|-----------------------------|
| Child's Legal Surname: | Child's Forename(s): |
| | |
| Date of Birth: | |
| | |

Applicant's Details:

This section is mandatory and if not filled out this form will be returned to you.

| | |
|---|--|
| Relationship to child: | |
| Parent/Carer's Surname: | Parent/Carer's Forename: |
| Address (if different from child's): | |
| Postcode: | |
| Daytime Tel No: | Mobile Tel No: |
| E-mail Address: | Do you have legal Parental Responsibility for this child? YES NO If you have indicated No, please state your reasons for applying on a separate sheet. |

Declaration:

I understand that by signing the declaration below I will be confirming that all details given above are, to the best of my knowledge, correct. I accept that the Admissions Authority reserves the right to withdraw school places, which have been obtained by providing incorrect or misleading information.

I understand that applications must be made by the child's parent/carer.

Signature of Parent/Carer: **Date:**

Please submit this completed application form to:

Xanne Blythe
c/o Richard Huish Trust
South Road,
Taunton,
TA1 3DZ.

Or email your form as an attachment to:
administrator@richardhuishtrust.co.uk

PLEASE NOTE: It is the parent's responsibility to ensure that the School receives the completed application form safely. If you are posting it to the above address it is recommended that the form is sent by Royal Mail Special Delivery. Applications must be received by The Admissions Authority at this address only. If they are returned to Departments in your home Local Authority **they will not be sent on**, and they may not be received by the deadline and your application could be disadvantaged. Receipt of your application form **will not be acknowledged unless you have enclosed a stamped addressed envelope** with this school place application form. You can call Richard Huish Trust on 07827327162 who will be able to check if your application has been received.

Notification regarding the processing of any personal data supplied on this form

Data Controller – Richard Huish Trust

Data Protection Officer contact – richardhuishtrust@richuish.ac.uk

Purpose for processing – The information that you give on this form will be used by the Trust for the purpose of processing your application for a school place for your child.

Legal basis for processing – By law: The School Admissions Code 2014 which is statutory guidance for Admission Authorities (The Trust) states that Admission Authorities must provide a common application form that enables parents to express their preference for a place at any state funded school.

Legitimate Interests: For the prevention and detection of crime (Fraud Act 2006) and to help improve services.

Data Sharing – the personal data provided will be shared with early years' settings, health authorities, schools, academies and free schools and may also be shared with other SCC service providers, the Department for Education, Somerset County Council's software supplier and School Appeal Panels. Richard Huish Trust will not disclose this information to any unauthorised person or body.

Transfers abroad – this data is held within the EU and is accessible by the approved application provider.

Data Retention – The personal data supplied on this form will be retained for as long as is necessary to meet our statutory requirements and legitimate interests and it will be disposed of in a manner appropriate to its sensitivity.

Your Rights – You have the right to ask Richard Huish Trust for a copy of your data, the right to rectify or erase your personal data, and the right to object to processing.

However these rights are only applicable if the Trust has no other legal obligation concerning that data. You also have the right to complain to the regulator, <https://ico.org.uk/>

Consequences: If you do not supply this information to us, we will not be able to process your application for a school place for your child.