



ST PAUL'S ACADEMY

IN-YEAR SUPPLEMENTARY APPLICATION FORM

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Tel: 020 8311 3868

Email: inyearadmissions@stpauls.greenwich.sch.uk
www.stpaulsacademy.org.uk

PLEASE ONLY COMPLETE THIS FORM IF YOUR CHILD IS ALREADY OF SECONDARY SCHOOL AGE (11-16)

SUPPLEMENTARY APPLICATION FORM FOR THOSE SEEKING AN IN-YEAR ADMISSION TO ST PAUL'S ACADEMY

Please complete this form for entry to St. Paul's Academy if your child is already of secondary school age. Please return it to the Admissions Officer at the above address. If you are applying for a faith place, please complete Section 7, otherwise, please leave blank.

The information you provide will be used to determine whether your child's application needs to be considered in line with the Royal Borough of Greenwich's 'Fair Access' protocol. For further details please visit Royal Greenwich's website: www.royalgreenwich.gov.uk/admissions

SECTION 1 – Child's Details

Surname of student:

First name of student:

DOB:

Male or Female:

Address:

.....

Date moved to this address:

This must be the address where your child normally lives. If your child lives equally between both parents, the principal address will be considered to be the address at which your child is registered with a GP and, if applicable, the address of the parent receiving benefits for the child. With the exception of children of UK service personnel, we do not accept applications for children living overseas. If you are a member of the UK armed forces or a Crown Servant, you can apply for a school place for your child in advance of your move. You will need to provide an official letter which gives a relocation date and an address.

If your application is successful, we will require proof of address (a current Council Tax statement or Council Tax benefit letter AND a HM Revenue & Customs letter for Child Benefit or Child Tax Credits). Photocopies are preferable.

SECTION 2 – Parent/Carer Details

Surname of Parent/Carer:.....

Forename of Parent/Carer:

Relationship to Child:

Telephone Number:

e-mail address:

Present Secondary School: Year:

Telephone Number of School:

Last date of attendance:

If your child entitled to free school meals?

Are you a member of the Armed Forces?

SECTION 3 - Additional Information

Please give the reason(s) why you wish to apply for a place at St Paul's Academy.

- Your child has been permanently excluded or is at risk of permanent exclusion: Yes / No

If yes, please give details:

.....
.....

- You have recently moved address: Yes / No

If yes, please give your previous address:

.....
.....

- You have elected to no longer home educate: Yes / No

If yes, please give start date:

- There has been a change in parental responsibility or guardianship: Yes / No

If yes, please give details:

- You wish to transfer your child from another school: Yes / No

If yes, please give details:

.....

We will normally seek further information from your child's previous/current school to assist the transfer process. In the meantime, it would be helpful if you were to provide a copy of your child's most recent school report.

Do you have another child currently attending St Paul's? Yes / No

If yes, please give the full name of the sibling:

SECTION 4 – Looked After Children

Is your child looked after by a Local Authority OR previously looked after and now adopted or subject to a child arrangements or special guardianship order, immediately following having been looked after? Yes / No

If yes, you will need to provide an official letter written by a social worker confirming the legal status of your child or an adoption certificate. Where the looked after or previously looked after child is an unaccompanied minor, the New Arrivals Age Assessment will have to be provided.

SECTION 5 – Medical/Social Reasons

Is it your view that there is an acute medical or social reason why your child should be offered a place at St Paul's Academy? Yes / No

If yes, you must provide supporting evidence with your application. You will need to demonstrate why St Paul's Academy is the most suitable for your child and the implications if your application is not successful.

Note: Work commitments, childcare arrangements and moderate learning difficulties are not considered as being an acute medical or social need.

SECTION 6 - New Arrivals

Has your child recently arrived in the UK?: Yes / No
(If yes, you will need to provide a letter confirming the legal status of your child)

If yes, please confirm the Date of Arrival in the UK:

Country child arrived from:

Country of origin (if different):

Does your child speak English as a first or additional language?: Yes / No

If no, which language does your child speak?

Has your child previously attended school in the UK?: Yes / No

If yes, please give details of the last school attended:

Full name of school:

School address:

Last date of attendance:

Reason for leaving:

If your child has arrived from outside the European Union, you will need to provide a copy of the pages in your child's passport showing their photograph and entry visa to the UK.

SECTION 7 - Faith Applicants

It is essential that applicants applying for a faith place complete the section below before returning the completed application form to the Academy.

Religion of the Applicant

Place of Baptism/Christening

Name of Church

Date of Baptism/Christening

Date of first Holy Communion (if applicable)

CHURCH WHERE FAMILY NORMALLY ATTEND

Name of Church

Frequency of Attendance (Please tick as appropriate)

Every Saturday night or Sunday []

Most Saturday nights or Sundays []

Occasionally []

Very Rarely []

THIS LAST SECTION IS TO BE COMPLETED BY YOUR PRIEST, DEACON, MINISTER*

(*In some circumstances we can accept that not all applicants will be known to their priest, vicar or minister. In these cases we would accept a letter in support of your statement from a parishioner known to you and your priest, deacon or minister. Such letters must however be countersigned by the priest, vicar or minister indicating their support of the parishioner's statement.)

The applicant is known to me: YES/NO

I support this application: YES/NO

I believe the statement of attendance above is true: YES/NO

Signed:

Church:

Date:

Declaration:

I certify that I am the person with parental responsibility for the child named in Section 1 and that the information given is true to the best of my knowledge and belief.

I understand that any false or deliberately misleading information given on this form and/or supporting papers, or any relevant information withheld, may render this application form invalid and could lead to the withdrawal of an offer of a place at St Paul's Academy for my child.

Signature of Parent or Carer:

Signature: Date:

The completed form and any supporting evidence must be returned to Admissions at the address or e-mail shown at the top of this form.