

SINAI JEWISH PRIMARY SCHOOL

In-Year Application Form for a Place in the School¹⁻⁴



A separate application must be completed for each child
Before completing this form it is important to read the notes

Please complete this form using CAPITAL letters and tick (✓) boxes as appropriate

1 Child's Details

Surname..... First Name(s)

Date of Birth..... Boy Girl Date of Admission

Is this child a twin or triplet or a child of a multiple birth? Yes No A multiple birth is the birth of more than one baby from a pregnancy

Child's Permanent Home Address^{5&6}

..... Post Code

Borough of Residence

2 Siblings⁷

(a) Will the child have a sibling(s) attending Sinai at the time of admission? Yes No

If "Yes", state the name and current class of the youngest sibling

(b) If a sibling(s) has left Sinai, state the name and year of leaving for the youngest sibling

3 Special Educational Needs & Disabilities (SEND)⁸ or Education Health & Care Plan (EHCP)⁸

Does the child have a Statement of SEND or EHCP that names Sinai? Yes No

If "Yes", state which Local Authority is responsible for the child

Contact Name Tel/Email

Brief description of special educational needs

4 Looked After⁹ or Previously Looked After¹⁰

(a) Is the child **currently** in the care of a local authority? Yes No

(b) Was the child **previously** in the care of a local authority? Yes No

If "Yes" to either (a) or (b) above, you must provide a letter from the social worker confirming the legal status of the child.

Local Authority Social Worker's Name

Tel No Email

5 New to the Area

Is the child currently living (a) overseas or (b) elsewhere in the UK? Yes No

If "Yes" to either (a) or (b) above, state name and address of current school.....
..... Expected date of arrival in area.....

6 Transfer between Schools

Is the child moving school without moving home? Yes No

If "Yes", state reason(s)
.....

Name of Current School

7 Permanent Exclusion

Has the child been permanently excluded from any school? Yes No

If "Yes", you must give full information about the exclusion, including the date of the exclusion and the name of the school from which the child was excluded.

Reason for Exclusion
.....

Name of School

Date of Exclusion

8 Parent/Carer Details

Please enter details of the person with parental responsibility for the child.

Parent/Carer

Surname..... First Name(s)

Address (if different from child)
..... Post Code.....

Relationship to Child Email

Tel No (home) Mobile

NOTES

- 1 Application for a place in Reception received after the start of the academic year of normal entry, or in a year group other than Reception, must be made directly to Sinai Jewish Primary School. Application is by completion of this form, together with a Certificate of Religious Practice (CRP), if wishing to apply for a priority place within the School's over-subscription criteria. Both forms are available from the School Office or website (www.sinaischool.com) and must be returned to the School, together with additional relevant documents as requested elsewhere on this form.
- 2 All applications will be dealt with in accordance with the School's Admissions Policy for Admissions to Reception-Year 6.
- 3 All applications will be added to the waiting list, if there is one, for the year group for which the application is being made.
- 4 If a waiting list does not exist, and a place is available, a CRP may not be required (*check with the School Office*).
- 5 The child's home address shall be determined as at the date of application. Where parents reside at separate addresses, but with shared responsibility for the child, it will be the address at which the child spends most of the week. If you change your address later you must inform the school straight away. You must not use a business address or any address other than the one that the child lives at permanently. If a place is found to have been offered on the basis of an incorrect address, the place may be withdrawn.
- 6 Proof of address should be submitted with this application. This can include a council tax bill, utility bill, tenancy agreement or housing association letter. However, this must not include evidence of personal details about parents and families, such as maiden names, criminal convictions, marital or financial status (including marriage certificates), first language of parents or the child.
- 7 Siblings of pupils attending Sinai Jewish Primary School at the time of admission and siblings of former pupils include brothers, sisters, half-siblings, foster siblings, step-siblings, adopted siblings and other children living permanently in the same home.
- 8 A Statement of Special Educational Needs & Disabilities (SEND) is made by a local authority (*see section 324 of the Education Act 1996*) specifying the special educational provision required for that child. An Education, Health & Care Plan (EHCP) is made by the local authority (*see Section 37 of the Children and Families Act 2014*) specifying the special education provision for that child. If the child does not have a statement or EHCP, the answer to section 3 must be "No".
- 9 A looked after child is a child who is (a) currently in the care of a local authority, or (b) being provided with accommodation by a local authority (*see section 22(1) of the Children Act 1989*). Applications for looked after children must be made by the person with parental responsibility and/or the child's social worker.
- 10 A previously looked after child is a child who has ceased to be so because they have been adopted (*see section 46 of the Adoptions & Children Act 2002*), or became subject to a residence order (*see section 8 of the Children Act 1989*), or special guardianship order (*see section 14A of the Children Act 1989*).

If there is insufficient space on the form to give full information, please write on a separate sheet of paper.

Declaration (by person making the application)

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 agree to notify the school of any changes which may arise subsequently. I authorise the school to check the details with any relevant body.

I understand that places can be withdrawn after an offer has been made if it is found that the offer was made on the basis of false or fraudulent information.

I confirm I have attached photocopies of all documents required - *do not send original documents*.

Signature Date

Name of person making the application

Data Protection Act 1998

Information supplied will be used for registered purposes under the Data Protection Act 1998. Any information parents/carers provide when applying for a school place will be entered on a computerised database. The information is protected by the Data Protection Act 1998, which ensures the information can only be used for defined purposes and can only be passed to specific people.

The defined purposes are:

- Administering the admissions process;
- Preventing fraud or criminal offence or to ensure the safety of any child.

The people who may receive the information are:

- The current school (if any);
- Other admissions authorities so as to ensure that parents have provided consistent information and do not hold on to more than-one offer of a place;
- Any organisation legitimately investigating allegations of fraud, criminal offences or child protection.

**The Governors of Sinai Jewish Primary School wish to make the application process as easy as possible:
please do not hesitate to contact the School Office should you need assistance.**

For School Office Use	Received	CRP	Proof of Address
	Offered	Accepted	Informed LA