



## Application for an Academy Place (In-Year Admissions)

### Section 1: Details of child for whom the application is being made

Child's Full Name:	
Date of Birth:	
Gender:	
Current School Year Group:	
Child's Full Home Address:	
	Postcode:
Length of time at this address:	Years ..... Months .....

**PLEASE NOTE: WHEN SUBMITTING THIS APPLICATION YOU MUST PROVIDE:**

- **Proof of the child's date of birth** - this will usually be a copy of the child's birth certificate
- **Proof of address** - a copy of a council tax or utility bill dated within the last three months

Is the child currently in the care of the local authority (a looked after child)?	Yes/No (please delete)
If yes, please state which local authority:	
Name of social worker:	
Telephone Number of Social Worker:	

Does the child have any siblings currently attending Shenley Academy?	Yes/No (please delete)
If yes, please provide their names:	

Are you making an application for siblings at the same time as this application?	Yes/No (please delete)
If yes, please provide their names:	

**PLEASE NOTE: A SEPARATE APPLICATION FORM MUST BE COMPLETED FOR EACH CHILD**

## Section 2: Details of adult completing the application

Title e.g. Mr/Mrs/Miss:	
Full Name:	
Relationship to Child:	
Full Home Address: (if different from above)	
	Postcode:
Home Telephone Number:	
Mobile Telephone Number:	
Email Address:	
Preferred Contact Method:	telephone/email/post (please delete)

Does the adult named above have parental responsibility for the child? (delete)	Yes/No (please delete)
Please provide names of any other adults with parental responsibility for the child:	

## Section 3: Details of Current School

Name of current/most recent school:	
Address:	
Is the child still attending this school?	Yes/No (please delete)
If no, please give the last date your child attended:	
Reason for not attending:	

<p>Please explain why you would like to move your child to Shenley Academy: (Please provide as much information as possible)</p>          
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**Section 4: To be completed by the Headteacher or Principal of current or most recent school**

I confirm that the information provided by the applicant on this application is correct: Yes <input type="checkbox"/> No <input type="checkbox"/>
Name of person completing this declaration:
Position:
Signature:
Date:

**Section 5: Additional Details**

Key Stage 2 SAT levels	English:	Maths:
Current Attainment levels	English:	Maths:

Current Options Subjects (Key Stage 4 Students Only)	
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Has your child ever been excluded from school? Yes/No (please delete)	
If yes, please provide details:	

Please provide an outline of your child's behaviour record over the last 12 months:

**Section 5: Declaration**

I confirm that the information provided on this application form is correct. I understand that giving false information is likely to result in any offer of a place being withdrawn. I give consent for Shenley academy to contact relevant agencies, including my child's current/previous school in order to obtain further information. <b>Please note: On safeguarding grounds, no student will be admitted to the academy until the necessary files are received from the previous school.</b>	
Signature:	
Date:	

Completed Application forms should be returned to:  
Student Admissions  
Shenley Academy  
Shenley Lane  
Birmingham  
B29 4HE

<p><b><u>Shenley Academy Office use Only</u></b></p> <p>Acceptable Proof of address provided: Yes/No Acceptable Proof of D.o.B. provided: Yes/No Details verified with current school: Yes/No Notes:</p>	<p><b>Outcome:</b> Place Offered: Yes/No Date: Added to Waiting List: Date:</p>
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