

Starting School - Application Form 2012

APPLY ONLINE

www.centralbedfordshire.gov.uk/onlineadmissions

- It's quick, safe and secure and you will receive confirmation of receipt
- You will receive an email on allocation day informing you of the outcome.

If you are a parent or carer with parental responsibility, live within the area covered by Central Bedfordshire Council and you would like to apply for a place at any Lower/Primary school, you must apply online or complete this application form.

Please apply online or, if you use this form, return it to the School Admissions Service.

You may wish to put your catchment area school as one of your preferences. This will usually mean that you still have priority for a place at the catchment area school if there isn't a place for your child at your preferred school(s).

Before you apply, please read carefully the **Starting School booklet**, available at www.centralbedfordshire.gov.uk/admissions

If you live in another Local Authority do not complete this form. You must complete your home Local Authority's application form and return it to them.

Please complete and send your application by **15 January 2012**. If you do not apply by this date, we cannot guarantee to consider your request.

If you need help in understanding or completing this form, or you need this information in another format, please contact the School Admissions Service.

Starting School Admissions Timetable

October 2011

We will publish our Starting School booklet.

This will be available online* at www.centralbedfordshire.gov.uk/admissions



October 2011 to 15 January 2012

You can apply online at www.centralbedfordshire.gov.uk/onlineadmissions or you can complete and return a paper application form to the School Admissions Service or your first preference school



15 January 2012*

By this date, you must have applied online or returned your application form to the School Admissions Service or your first preference school



27 April 2012

A letter will be posted to you to let you know the outcome of your application.
If you have applied online you will also be sent an email.

*It is very important to return your application form by this date. This means we will have the time to deal properly with all applications before we write to notify you of the outcome.

*If you require a hard copy of the Starting School booklet, please contact the School Admissions Service - 01234 718120, email admissions@centralbedfordshire.gov.uk

Mythbusters and tips to help you complete your application

Listing only one preference does not increase your chance of getting into that school.

Applying for more than one school does not weaken your chances of getting a place at your preferred school.

You are advised to **include your catchment** school as one of your three preferences. However, please note that you are not guaranteed a place at your catchment school.

Have at least one school as a "safety net" where you are likely to be offered a place.

You should list the schools in the order that you would **most prefer them**, not the order you think you might get them.

Many schools have more applications than there are places available. To decide which children to offer places to, a set of admission criteria is used. Different schools have different criteria so it is important that you check the admission arrangements for all the schools you are interested in. You can do this at: www.centralbedfordshire.gov.uk/admissions

Please make the time to visit schools before you apply so that you have all the information you need

Section C

Other children

If you have an older child who will still be attending one of the schools you have nominated, please give details below:

Name:

Date of birth:

School attending:

Address of sibling if different from Section A:

Section D

Other Information

Other information about your child
(Please see the 'How to complete the application' section in the Starting School booklet)

Please tick

Yes

No

- i) Does your child have a statement of Special Educational Needs? Yes No
- ii) Is your child a 'looked after' child? (See definition in the Starting School booklet) Yes No
- iii) Does your child have a 'very exceptional' medical reason why he/she should be given priority of admission to one of the schools in Section B? (See definition in the Starting School booklet). Yes No

If you answered "yes" to i) ii) or iii) above, please give details in the "Additional Information" box below.

Section E

Independent School

If you are applying separately for your child to attend an independent school please give details below. Do not include the school in Section B.

Additional Information

Please use this box for the information required in Section D plus any additional information to support your application. If necessary, please continue on a separate sheet.

Declaration

I confirm that the information given on this form is correct and that I have read the admissions arrangements and understood the way in which places are allocated. I agree to provide the School Admissions Service with information regarding my child's address, upon request, as part of the verification process. (See the Starting School booklet for further information).

Name of parent or carer with parental responsibility

Signature of parent or carer with parental responsibility:

Date:

If you are applying for a place at a school on religious or faith grounds, please complete the appropriate Confirmation of Religious Affiliation form.

Data Protection

We will hold the personal details supplied on the application form for the purposes of processing your application for a school place. We will share the information internally within the Council with relevant officers and schools and may also be shared with other relevant Local Authorities. We will safeguard your personal details and these will not be divulged to any other individuals or organisations for any other purposes.

Contact Us

If you have any questions about the admission arrangements, please contact:

**School Admissions Service
Borough Hall
Cauldwell Street
Bedford
MK42 9AP**

**Telephone General Enquiries Line
01234 718120**

**Fax number
01234 228846**

Email: admissions@centralbedfordshire.gov.uk

SCHOOL ADMISSIONS SERVICE



Bedford Borough Council and
Central Bedfordshire Council

working together

APPLICATION FOR CHURCH OF ENGLAND SCHOOLS ONLY CONFIRMATION OF RELIGIOUS AFFILIATION

If your application is for a place at the following **Church of England** Lower Schools or you are applying for a Bedford Borough Lower School on **religious or faith grounds** you **must** make sure that your priest, minister or faith leader confirms, by signing the declaration below, that you meet the criteria for admission to the school. You should take the relevant page of the booklet with you so that he/she can confirm that you meet any attendance requirements. If you require a copy of the admissions criteria, please contact the School Admissions Service on 01234 718120 or email admissions@centralbedfordshire.gov.uk

All Saints Lower, Ashton St. Peter's Lower, Dunton Lower, John Donne Lower, Meppershall Lower, Northill Lower, Pulford Lower, St. Andrew's Lower, St. Leonards Lower, St. Mary's (Clophill) Lower, St. Mary's (Stotfold) Lower, Sutton Lower, Thomas Whitehead Lower

School (see above)	
Pupil's Surname	
Pupil's First name	
Date of Birth	
Address	

Declaration by Priest, Minister or Faith Leader

I confirm that (Name of parent/carer):

Is/are a member/practising member of the above congregation/place of worship and meets the criteria for admission to the following school(s):

Name of School(s):	
Name and address of priest, minister or faith leader:	
Name of congregation/place of worship:	
Christian denomination or religious faith:	
Signature of priest/minister/faith leader:	
Date:	

**Please send this form to the School Admissions Service, Borough Hall, Bedford, MK42 9AP by:
15 January 2012**

SCHOOL ADMISSIONS SERVICE



Bedford Borough Council and
Central Bedfordshire Council

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APPLICATION FOR CATHOLIC SCHOOLS ONLY CONFIRMATION OF RELIGIOUS AFFILIATION

If your application is for a place at the following **Catholic** Lower Schools or you are applying for a Bedford Borough Lower School on religious grounds because your child has been baptised or enrolled in a catechumenate programme, you **must** provide a copy of their Baptismal Certificate or your priest **must** confirm enrolment in the programme. In addition if you are a practising Catholic family, your priest **must** confirm this, by signing the declaration below.

If you are a member of another denomination or faith and you would like your child to attend a Catholic School on religious or faith grounds, your priest, minister or faith leader **must** sign the declaration below to support your application.

You may wish to refer to the relevant page of the booklet for the admissions criteria. If you require a copy of the admissions criteria, please contact the School Admissions Service on 01234 718120 or email Admissions@centralbedfordshire.gov.uk

St. Mary's (Caddington) Lower, St. Vincents Primary

School (see above)	
Pupil's Surname	
Pupil's First name	
Date of Birth	
Address	

I have attached a copy of my child's baptismal certification (Please tick)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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Declaration by Priest, Minister or Faith Leader

I confirm that (Name of parent/carer):

Please tick

The family of this child is a practising Catholic family	<input type="checkbox"/>
This child is not baptised but is enrolled in a catechumenate programme	<input type="checkbox"/>
I support this application	<input type="checkbox"/>

Name and address of priest, minister or faith leader:	
Name of congregation/place of worship:	
Christian denomination or religious faith:	
Signature of priest/minister/ faith leader:	
Date:	

**Please send this form to the School Admissions Service, Borough Hall, Bedford, MK42 9AP by:
15 January 2012**