

Blackpool Council will be processing the information which you have provided in accordance with the General Data Protection Regulation (GDPR) and Data Protection Act 2018.

The Council has agreed with all primary and secondary schools and academies in the area that the School Admissions Team will oversee, monitor and track all in-year applications.

Where required we will share your data and request information from other admission authorities, including other local authorities, and the relevant support agencies for your child.

For further information about how the Council will use your personal information, including your rights as a data subject, please see our website at www.blackpool.gov.uk/privacy

PLEASE ONLY COMPLETE THIS FORM IF YOU ARE GOING TO BE RESIDENT WITHIN THE BOUNDARY OF BLACKPOOL (i.e. PAY COUNCIL TAX TO BLACKPOOL) SEE GUIDANCE NOTES

PART 1: YOU & YOUR CHILD'S DETAILS

Please give details of all children of school age below:

	1	2	3	4
Child's Legal Name				
Child's Chosen Name				
Date of Birth				
Year Group				
Male / Female				
Child's first language if not English				

Your Title: Other (please specify): Date of Birth:

Your Full Name:

Blackpool Address: See part 3 – Proof of address

Date the child(ren) moved into or are moving to this address?

Relationship to Child: Mother Father Grandparent Foster Carer Other

Do you hold Parental Responsibility? Yes No

If no, please explain why you are applying for a school place

Telephone Numbers:

Mobile: Home: Work:

E-mail Address:

PART 3: PREVIOUS ADDRESS – the address you are leaving

Previous Address:

PLEASE NOTE THAT YOU ARE REQUESTED TO PROVIDE PROOF OF THE ADDRESS IN BLACKPOOL THAT YOU ARE MOVING TO WITH THIS APPLICATION. Proof could include a copy of the Tenancy Agreement or a solicitor’s letter confirming purchase of the property. Alternatively, a photocopied council tax statement or utility bill (for example Water, Gas or Electricity bill) is acceptable. Please note that we can not accept Mobile Phone Bills.

YOUR APPLICATION MAY BE DELAYED IF PROOF IS NOT PROVIDED

PART 4: DECLARATION:

I CERTIFY THAT THE INFORMATION GIVEN ON THIS FORM IS CORRECT

Parent/Carer Signature:		Date:	
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PLEASE RETURN THIS COMPLETED FORM TO:

School Admissions Team
Children’s Services Department
PO Box 4, Blackpool FY1 1NA

SECTIONS BELOW FOR OFFICE USE ONLY:

RECEIPTING OFFICER		Official Stamp and Initials <div style="border: 1px solid black; height: 100px; width: 100%;"></div>
DATE		

PLEASE ENSURE YOU INCLUDE A VALID EMAIL ADDRESS SO WE CAN CONFIRM THAT YOUR APPLICATION HAS BEEN RECEIVED

Blackpool Council is the Data Controller for the personal information you have provided in this form. The Council’s Data Protection Officer can be contacted at Dataprotectionofficer@blackpool.gov.uk.

PART 5: YOUR PREFERENCES:

Please state below which primary or secondary schools you would prefer your child(ren) to attend. All your preferences will be considered equally. However, if more than one school can offer a place, your highest ranked school will be allocated. It is strongly recommended that you state three schools. If you only state one preference and we are unable to offer a place at that school, then the Local Authority will make an alternative offer of the closest school to your home address that has availability.

Preferred Primary School (in order of preference. Please see notes on Page 5 about Catholic or C of E Schools):

Please state your reasons for requesting these schools

1st		
2nd		
3rd		

Preferred Secondary School (in order of preference. Please see notes on Page 5 about Catholic or C of E Schools):

Please state your reasons for requesting these schools

1st		
2nd		
3rd		

IF YOU ARE APPLYING FOR A FAITH SCHOOL PLACE, PLEASE READ THE FOLLOWING INFORMATION. COMPLETE ANY RELEVANT INFORMATION AND RETURN TO THE ADDRESS ON PAGE 3 WITH THE MAIN APPLICATION

Application for a Church Primary School:

If you are applying for a Faith school, you should complete a Supplementary Information Form (SIF) as well as this application. If the school is oversubscribed, a failure to complete the SIF may result in your application for a place in the school being considered against lower priority criteria, as the Governing Body will have no information upon which to assess your faith commitment/membership. The SIF is available from the school **and must be returned direct to the school.**

IF YOU ARE APPLYING FOR A PLACE IN A CATHOLIC PRIMARY SCHOOL, PLEASE COMPLETE THE FOLLOWING:

Is your child a baptised Catholic? Yes No

If your child is NOT a baptised Catholic you may wish to provide additional information in the space below about why you are seeking a place at a Catholic primary school, for example, one or both parents are Catholic. Continue on a separate sheet if necessary.

IF YOU ARE APPLYING FOR A PLACE IN A CHURCH OF ENGLAND PRIMARY SCHOOL, PLEASE COMPLETE THE FOLLOWING:

What faith do you belong to?

If you attend a place of worship please state which one, and provide the name and address of the Faith Leader:

Application for a Church Secondary school:

If you are applying for **ST MARY'S CATHOLIC ACADEMY** or a **Catholic Secondary School**, please tick the appropriate box:

Is your child a baptised Catholic? Yes No

Please note the school will require a copy of your child's Baptismal Certificate if he/she is baptised in **another faith** or attends a **non-catholic** primary school. **Please send this direct to the school.** If your child is NOT a baptised Catholic you may wish to provide additional information in the space below about why you are seeking a place at this Catholic secondary school, for example, if the child is undergoing a course of instruction leading to being received into the Catholic Church. Continue on a separate sheet if necessary.

If you are applying for a Governors' or Foundation Place at **ST GEORGE'S SCHOOL, A CHURCH OF ENGLAND ACADEMY**, please read the school's admissions policy very carefully. If you wish for your application to this Church school to be considered **against the faith criteria** (Governors' and Foundation Places only), you should also complete the SIF. If the school is oversubscribed, a failure to complete the SIF may result in your application for a place in this school being considered against lower priority criteria, as the Governing Body will have no information upon which to assess the worship attendance. The SIF is available from the school and should be **returned direct to the school.** **If you are applying for an Open Place at the school, there is no requirement to complete the SIF.**

Blackpool Council

School Admission - Notes for Guidance

All applicants for in year admissions to Blackpool schools have the right to express up to three school preferences. These will be considered equally by the Local Authority (LA) in liaison, where necessary, with Lancashire County Council. A single offer of a school place will be made to each applicant.

Applications for Blackpool Schools are only valid if they are made on Blackpool's in year application form IAP 112018. If you live in Lancashire you must contact School Access on 01524 581148, even if you wish to apply for a Blackpool School.

OFFERS FOR SCHOOL PLACES

Blackpool Council co-ordinates all in year school admissions i.e. new to area and school transfers between Blackpool Schools. The Local Authority is responsible for admission to all community and voluntary controlled schools. The Governing Bodies of voluntary aided (faith), Academies and Free Schools are responsible for admissions to their schools.

Blackpool Council will liaise with Lancashire County Council (LCC) as necessary in relation to each application.

Only offers from the Admissions Authority are valid. Verbal offers made by individual school staff have no legal status. A school place can only be accessed after written confirmation of an offer by the Local Authority.

The Local Authority will endeavour to issue offers within 10 school days of receipt of an in year application form (subject in some cases to accuracy checks and the availability of relevant background information).

If a school place is offered and this is then found to have been based upon inaccurate or misleading information then it may be withdrawn. This can apply even where a child has started at the school.

If offers for more than one of your preferred schools are possible then the single offer will be for the one which you prioritised highest on your application.

SUPPLEMENTARY INFORMATION FORMS (SIFs)

Voluntary aided schools may have a Supplementary Information Form (SIF) which allows the school's Governing Body to assess applications against certain criteria within their admission arrangements. It is not always necessary for parents to complete a SIF.

CHILDREN IN PUBLIC CARE (LOOKED AFTER CHILDREN - LAC)

Children who are in public care have top priority for admission to Blackpool schools. In some cases the preferred school (s) may already be full and places cannot normally be offered. The Local Authority will, however, look at each LAC application and determine if discretion is possible (in liaison with other admission authorities where necessary).

EDUCATION, HEALTH AND CARE PLANS previously known as Statements of Special Educational Needs (SEN)

In year applications for children with Education, health and care plans (full statements for SEN) are dealt with separately. **Contact your current named SEN Officer and inform them that you are moving. The Blackpool Statutory Assessment Team can be contacted on 01253 476553 if you have any questions.** Applications will be referred to the Statutory Assessment Team who will liaise with the family and other professionals involved about a school place for your child.

APPEALS FOR SCHOOL PLACES

If none of your preferred schools can be offered an alternative offer will always be made (unless the child already has a place at a Blackpool school). The LA will also issue appeal information and an appeal form.

If you are unhappy with any school offer you can appeal for any other school (s) which at that time have no available places. Information and advice is available from The School Admissions Team. Parents are advised to visit an offered school prior to going to appeal.