



IN YEAR APPLICATION FORM
HURSTMERE SCHOOL

This form should be completed by parents wishing to apply for an In-Year place for their son at Hurstmere School. Unless a place at the school exists, applicants will be placed on a continued interest list in the order of the schools over subscription criteria. Those criteria are displayed on the Admissions page of the schools website.

Son's Details:			
<p>You will need to provide the following documentation as proof of your principal home address and parental responsibility: A current Council Tax statement or Council Tax Benefit letter AND a HM Revenue & Customs letter confirming that you are in receipt of Child Benefit or Child Tax Credits, stating your child's name, at the address given on your application form.</p> <p>You will also need to provide a copy of your child's Birth Certificate.</p>			
Surname:		First Name(s):	
Date of Birth:		Current School:	
Home Address:			
Parents Details:			
Surname:		Forename(s)	
Home Address:			
Home telephone no.		Mobile telephone no.	
Email address:		Is English your first language? If no please give details:	

Reason for this application:			
Have you recently moved?	Yes/No	Is your son currently educated at home?	Yes/No
If yes, where was the previous address:			
Are you requesting a transfer from a local school?			Yes/No
If yes, provide a reason for the transfer:			
Has your son been permanently excluded?			Yes/No
If yes, from which school(s) have they been excluded:			
Other reason for requesting the transfer if not covered in the sections above:			
School History – Including dates, starting with the current/most recent school			
School Name and Address:	Dates started and left:	Briefly, reasons for leaving:	
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Statemented and/or Looked After Children			
Does your son have a statement of special educational needs?			Yes/No
If yes, please specify school named in the statement:			

Name of the Local Authority and Case Officer name:	
Is this application for a child subject to a Local Authority Care Order (Looked After Child)	Yes/No
If yes, please provide the name of the Local Authority and Social Worker's name:	
<p>Medical Priority: This is given where a child, sibling or a parent has a medical condition, which would cause significant hardship if the child could not attend the school of parental preference. In such cases the school will require confirmation that it is essential, on medical grounds, for the child to attend Hurstmere School.</p> <p>Sibling Priority: This is given to a child with a brother attending the school at the time of admission.</p> <p>Please provide details to enable consideration to be given to either of the above priorities.</p>	
Declaration:	
<ul style="list-style-type: none"> • I wish to make an application to Hurstmere School. • I confirm that I have parental responsibility for the child detailed in this application. • The information given on this form is correct to the best of my knowledge and the address given is the child's home address. I undertake to notify Hurstmere School immediately of any change of address or circumstances between the date of application and when I am notified of the outcome. I understand checks may be made to verify the details I have given on this application, and that I may be required to provide further documentary evidence in the event of discrepancies. • I understand that if I have given any information that is incorrect, Hurstmere School reserves the right to withdraw any place offered, whether or not my child has started at the school. 	
Signed:	Date:
Parent (If other please specify):	

This form should be returned to:

Hurstmere School
Admissions Officer
Hurst Road
Sidcup
DA15 9AW

For further information contact:

Mrs K Mason – Admissions Officer
020 8300 5665
Email: k.mason@hurstmere.org.uk