Doncaster Council

Office Use Only
School Stamp & Initials

Date Time

School Nursery Application Form Academic Year 2019/20

- If your child has a Statement of Special Educational Need. Do not complete this form

Please complete in BLOCK CAPITALS & BLACK INK

1. Personal Information

Child's First Name

Child's Legal Surname

Child's Date of Birth

Male ☐ Female ☐

Child's Home Address

Post Code

Daytime Telephone No

Nationality Language

Your Home Address, if different
(please attach a letter explaining why)

Are they in public care? Yes ☐ No ☐

If yes, name the Local Authority / Social Worker

2. YOUR APPLICATION

Are you applying for a Church School?

☐ **NO (Complete Sections 4 - 6)**

☐ **YES (Complete ALL Sections and return your form directly to the church school)**

3. Complete for a Church School Place

Is your child baptised? Yes ☐ No ☐

If so, when and where

Present Parish/Place of Worship

Please attach a copy of your baptism certificate or supporting letter from your parish priest/minister of religion.

Please tick if attached ☐

4. Requested School Nursery

Name of School

Name of current provision i.e. playgroup etc

5. Brothers and Sisters

Details of brothers and sisters on roll at the requested school at the point of application (excluding nursery) Include brothers and sisters or attending a feeder junior school

Name

Date of birth

Name

Date of birth

6. Parental Declaration

I certify that the information on the form is correct. I confirm that all other persons with parental responsibility have been contacted and have agreed to the transfer request. I also confirm that to my knowledge, there are no applications before the courts by a parent, someone claiming to be a parent etc, disputing the child's residence or which school they should attend.

Signature of Parent/Carer

Date Mr/Mrs/Miss/Ms

Name (please print)

Mother ☐ Father ☐

Carer/Other please specify*

*If you are caring for someone else's child, please see the guidance on the next page.

Please see over page for information on what happens next

FOR OFFICE USE ONLY

Admission Limit: **Number on Roll:** **Agreed / Not Agreed** **Ent:** **Initials:**

Admissions Team Only **CAN:** **Date:**

CAS: **Criteria:**

Previous Apps: **Batch:** **Decision:**

What to do next

Please return your form to:

Church Schools
- Direct to requested school

All other schools:
- Requested school, or
- Admissions and Pupil Services, Doncaster Council, The Civic Building, Doncaster DN1 3BU

Please note:
Due to the volume of applications and data protection, no decisions will be given over the phone.

Caring for someone else's child?
If you are caring for someone else's child for more than 28 days and are not an immediate family member (but others e.g. family friend, neighbour, great aunt/uncle, great grandparents) you may be private fostering and **you must** contact Doncaster Children's Services Trust on 01302 737033. More information is available at www.doncasterchildrenstrust.co.uk/private-fostering

Guidance

- There are many rules and regulations that give rights and responsibilities to parents and you must ensure that the school is informed of anyone with parental responsibility relating to the child and about any court orders.
- All applications will be considered under the criteria shown in the order of priority shown in the Admission to Nursery Booklet which is available online www.doncaster.gov.uk/admissions
- Applications received after the closing date will only be considered after those received by that date have been processed.
- If this is a further application, which is unsuccessful, your child's name will be added to that school's waiting list. Further information is available from our address or contact 01302 737205
- A place may be withdrawn if the admission authority is satisfied that the offer was obtained through a fraudulent or intentionally misleading application.

Transferring to a Reception class in 2020

- **All** parents **must** apply for the school they wish their child to attend.
- You will need to complete an application form available from your local council's Admissions Team from September 2019.
- The closing date will be 15 January 2020.

Please note that there **is no automatic right of admission into a reception class** at a school and attendance at a Nursery is not normally considered as part of the admission to reception criteria.

USE OF YOUR DATA

The Council collects and uses the information you provide on this form in order to provide your child with a school place. This is necessary to carry out our statutory functions in accordance with the School Admissions and Appeals Codes and School Standard and Framework Act 1998, therefore, if you do not provide this information we will be unable to provide this service. For a list of the organisations we will share your information with, please see our privacy notice at www.doncaster.gov.uk/services/the-council-democracy/privacy If you have any queries regarding the processing of your information you may contact the Council's Data Protection Officer information.governance@doncaster.gov.uk