



<b>Office Use Only</b> School Stamp & Initials	
Date	Time

## School Nursery Application Form Academic Year 2016/17

- 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 read the guidance on the next page.

Please see next page for what happens next.

## RECEIPT

Parent/Carer please complete NURSERY ACADEMIC YEAR 2016/17

Your child's details Name  Date of Birth

Ensure that you are given back this receipt. Please retain it as proof that your form has been received.

## What to do next

The closing date for receipt of applications for nursery is:

**2 OCTOBER 2015**

Please return your form to:

**Church Schools:** To requested school

**All other schools:** To the 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](http://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](http://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 2017

- **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 2016.
- The closing date will be 15 January 2017.
- 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 part of the admission to reception criteria.

## Data Protection

We need the information we are asking for so that we can consider your request for your child to be admitted to a school. This information is recorded on a computer system and may be shared with other agencies that are involved in the health and welfare of school children. If you have any questions, contact Doncaster Council's School Admission Team.

## FOR OFFICE USE ONLY

Admission Limit:	<input type="text"/>	Number on Roll:	<input type="text"/>	Agreed / Not Agreed	Ent:	<input type="text"/>	Initials:	<input type="text"/>
Admissions Team Only	CAN:	<input type="text"/>					Date:	<input type="text"/>
	CAS:	<input type="text"/>					Criteria:	<input type="text"/>
Previous Apps:	<input type="text"/>	Batch:	<input type="text"/>	Decision:	<input type="text"/>			

## RECEIPT

School/Council to complete

NURSERY ACADEMIC YEAR 2016/17

Date received

at

Signed  Name (print)

Ensure that you are given back this receipt and keep it as proof of receipt.

School/Council Stamp

Date  
Initials