

This form is to be completed by parents/carers of summer-born children (children born between April 1st and August 31st) wishing to make a request to the admissions authority of their preferred school(s) that their child should be educated outside of their normal age group (in other words, that they will join reception class in the September following their fifth birthday). **ADVICE:** Before completing the form parents/carers should read the Admission of summer-born children in schools (2023) guidance, published by the Department for Education and discuss their request with the Headteacher of their preferred school(s)

SECTION 1: YOUR CHILD'S DETAILS

Forename:				Surname:			
Date of Birth:				Gender:			
Was your child born prematurely?	YES	NO		Expected birth date if 'Yes':			
Child's current/most recent early years setting/ childcare provider's name:							

YOUR CHILD'S PERMANENT PLACE OF RESIDENCE/ADDRESS AT THE TIME OF APPLICATION

Please note: The local authority and admission authorities perform checks to confirm that addresses used in application are genuine. The address you provide must be the permanent address of your child at the time of application. In some cases you may be asked to provide documentary evidence of address. If you move after submitting the application you **must** contact the School Admissions Team to advise. Failure to do so may result in an offer being withdrawn by the admission authority for that school.

House:				Street:			
Town:				Postcode:			
Please confirm this will be your child's permanent address as of 11 th February 2027 (deadline for address changes): (Circle/delete response)					YES	NO	

SECTION 2: FURTHER IMPORTANT APPLICATION INFORMATION

(Circle/delete response)

Is your child currently in the care of a local authority, or have they ever been in the care of a local authority prior to being subject to an adoption, residency or special guardianship order (including children adopted from outside of England)?	YES	NO
If 'Yes', please provide the name of the local authority:		
If 'Yes', please provide the dates your child was formally in care:		
Does your child have an Education, Health and Care Plan (EHCP)? (Please check with the SEND team if unsure SENAT@halton.gov.uk)	YES	NO
Are you a returning Crown Servant? (Returning during the application period)	YES	NO

SECTION 3: YOUR PREFERENCE SCHOOL(S) FOR YOUR CHILD

Please name up to three schools in the order you would like to be offered them if successful in application. **Please note:** If only one school is named and you are unsuccessful in application, you may be allocated a school that is not a preference.

Preference Details		Oversubscription criteria your child's application meets You must refer to the school's Admissions Policy for full details and only put an 'X' in each box where appropriate			
Preference Order	School Name	Sibling	Faith	Parent is Staff	Social/Medical
1					
2					
3					

SIBLING CONNECTIONS

Where a sibling has been identified for any of the preferences above, please provide the following details for the youngest sibling. **Please check with the school's admissions policy for details on who qualifies as a sibling.**

Sibling Name	Sibling Date of Birth	School Sibling Attends

SECTION 4: PARENT STATEMENT TO SUPPORT THE REQUEST TO EDUCATE THEIR CHILD OUTSIDE OF THEIR NORMAL AGE GROUP AND WHY THIS IS IN THE BEST INTERESTS OF THEIR CHILD

To help with completing this section, you may wish to detail evidence of your child not meeting their expected levels of development for their age, whether this be physically, socially, emotionally or academically. You could also include details of any medical history which you feel is relevant to this request. You could discuss this with your child’s current early year’s provider (if applicable), your child’s GP or a medical professional involved with your child or with the Headteacher of your preference school(s). You may also attach supporting information from any of these professionals but this is not a requirement.

STATEMENT REGARDING THIS REQUEST

You confirm that you have read the guidance *Admission of summer-born children in schools* (2023) made available online by the Department for Education and that you are happy to proceed with this request having considered that guidance. You understand that your request should be made within the normal application period, prior to the deadline for application. You understand that there is no guarantee that the admission authorities involved will agree to your request and that the decision of one admissions authority is not binding on another. You accept that if you wish to move your child to another school in the future that you may need to make a further request at that time and you understand that this will be most relevant at the time of transferring to Secondary School.

SECTION 5: APPLICATIONS FOR SCHOOLS WITH FAITH-BASED OVERSUBSCRIPTION CRITERIA

If you are applying for a school with faith-based oversubscription criteria (please refer to the school's full Admissions Policy and the Admission to Primary School 2027 Booklet) you **must** provide a response to the following questions:

Is your child baptised Catholic?

YES

NO

If 'Yes', please provide the name of the Church and the date when your child was baptised:

If 'Yes', in which Catholic parish does your child live?

Is your child christened in the Church of England/Ireland?

YES

NO

If your child belongs to another faith, please state which:

You may be required by the school to submit additional documentation (a supplementary form) to support your application. It is your responsibility to ensure you complete and return the supplementary form and/or proof of baptism, **directly to the school**. For parents making applications to faith schools, to ensure that the correct oversubscription criteria is assigned to your child's application, the school will contact the church identified above to verify the information provided on this form. If this information is not supplied the school's admissions committee will assign your child the appropriate criteria for 'other children, not of faith'. In completing and submitting this application form you agree that you have understood and consent to this process.

SECTION 6: PARENT/CARER DETAILS

Parent Name:

Relationship to child:

Mobile Number:

Other Phone:

Email Address:

Are all adults with Parental Responsibility (PR) in agreement with this application? (Anyone with PR can apply but disputes should be resolved before applying for a place for the child)

YES

NO

DATA PRIVACY, DECLARATION AND CONSENT

Halton Borough Council is the Data Controller for the personal information you provide. We collect and hold information about you in order to process your application regarding your child's admission to school as the Local Authority and schools will need this information to ensure the application is considered appropriately. You can view the full privacy notice at www.halton.gov.uk/privacynotices.

The Council may verify the information you have provided on this form which could involve contacting other departments of the Council who maintain appropriate records. In instances where the information provided is different to that held by them, they may use the information on this form.

I declare that all the information provided is true. I confirm that I have parental responsibility for this child. I understand that any school place offered on the basis of fraudulent or intentionally misleading information may be withdrawn. I confirm that I have read the Admission to Primary School 2027 booklet.

Signature:

Date:

PLEASE ENSURE THAT YOU HAVE COMPLETED ALL RELEVANT SECTIONS OF THIS FORM

DON'T BE LATE – YOU MAY MISS OUT ON A PLACE AT YOUR PREFERRED SCHOOLS

- Return this form by email to schooladmissions@halton.gov.uk
- Or post it to: **School Admissions Team, PO Box 317, Runcorn, WA7 9BZ**
- Halton LA will aim to respond to you as soon as possible, before the Offer Day on 16th April 2027