School Admissions In-Year Transfer

OXFORDSHIRE COUNTY COUNCIL

Note: Only complete this form if you are requesting schools in Oxfordshire.
If you live anywhere in England apart from Oxfordshire, please apply to your local authority.

Please read the online help page and 'How to' notes before completing this form.

SECTION 1: Child's details

Legal Surname

First name

If your child is known by a different surname, state it here

Middle Name(s)

Address

Sex ◯ Male ◯ Female

Year Group

Postcode

Date of Birth Day Month Year

Your child's current or most recent school

Give details (and a contact number if not an Oxfordshire school)

Does you child have a Statement of Special Educational Needs? ◯ Yes ◯ No

If yes, which Authority maintains this Statement?

Is your child 'looked after' by a Local Authority or was he/she previously 'looked after' ? ◯ Yes ◯ No

If yes, give the name of your child's social worker and the Authority

Does your child have a disability (as defined in the Equalities Act 2010) which affects his/her mobility or access to school? ◯ Yes ◯ No
You will need to provide evidence of this disability from a medical professional.

Give the nature of your child's disability

Does your child have any learning or medical needs? ◯ Yes ◯ No
Remember to upload information about your child's needs

Give details of the medical and learning needs

Have you moved into Oxfordshire as a new posting as Service or Crown Servant personnel? ◯ Yes ◯ No

If yes, give details of your move.

If possible provide a copy of your Assignment Order.

SECTION 2: Your preferences

Write the names of up to three schools you would like your child to attend. If a school is not in Oxfordshire provide the postcode or school code. Put the school you would most like your child to attend as your first preference box.

Office use

First Preference School

State reasons for your preference

Office use

Second Preference

State reasons for your preference

Office use

Third Preference

State reasons for your preference

SECTION 3: Reasons for request for admission or transfer

When do you want your child to start the new school?

Use box and drop down to select date

☐ Tick if you are moving

Provide details of your new address and the date you intend to move. You should also provide confirmation of this address.

Any additional reasons for preferences not given in Section 2 above

Does your child have any brother(s) or sister(s) attending any of the preferred schools? *(give details: Name, Date of birth and school)*

SECTION 4: Schools responsible for their own admissions [optional]

Complete this section if you have applied for a school in Section 2 where the Governors decide if a place can be offered.

My child is of the following faith/denomination

My child has been baptised: On (date) Location

Some schools will want to see proof that your child has been baptised. You should provide a copy of your child's baptismal certificate. If you send it in with this form as an attachment, Oxfordshire County Council will forward it to all the relevant schools on your behalf.

Some schools have a supplementary form which you should also complete to give the school extra information. If you send in a supplementary form as an attachment, Oxfordshire County Council will forward it to the relevant school on your behalf.

SECTION 5: Your details

Name of parent / carer living at home address above

Title | Forename | Surname

Relationship to child

Email Address

Home telephone number | Alternative number

Mobile telephone number

SECTION 6: Declaration

Please note that, if you deliberately give false information, we may withdraw your child's offer of a school place

☐ Tick the box to agree to the following:

I have read and understand the 'How to fill in..' notes available at www.oxfordshire.gov.uk/schooltransfer. All the information I have given on this form is correct to the best of my knowledge. By printing my name below, I am electronically signing this form, and understand that I am giving my consent to Oxfordshire County Council to process the information in this form for educational purposes and to share it with other agencies and admissions authorities for educational purposes, I am also giving my consent to Oxfordshire County Council to obtain further information about my child including attendance and/or exclusion data if appropriate. I understand that Oxfordshire County Council will keep this information securely.

Print your name | Date