

Chapel Hill Primary School

2024/2025 Reception Admission Application Form



Section 1: Pupil Details

Pupil Surname.....

First name(s).....

Date of Birth.....

If this child has been known by another name, please enter it here

Section 2: Home Address

House name/number.....

Street.....

Village/district.....

Post town..... County

Postcode.....

Section 3: Parent/Carer Details

Initial.....Surname.....

Home telephone no.....Work telephone no.....

Mobile telephone no.....Relationship to child.....

Email address.....

Section 6: Moving House

Complete this section if you are moving house.

Have you already exchanged contracts/signed a tenancy agreement? YES/NO

When are you moving? ___/___/_____

New address:

House name/number.....

Street.....

Post town..... County

Postcode.....

You must inform us immediately if there is any change to these plans. You must provide evidence of your new address as soon as you have it.

Section 5: Other Details

Is your child cared for by a Local Authority or were they previously in state care? YES/NO

If YES: Which Local

Authority?.....

Was the child previously in state care outside of England but ceased to be in state care due to adoption YES/NO

Does your child have an Education, Health & Care Plan (previously known as a Statement)? YES/NO

If YES, your application should be made via the Essex County Council Statutory Assessment Service and **not directly to the school.**

Section 6: Declaration

I confirm that I have read the notes of guidance for the completion of this form. I also confirm that the information I have given on this form is true and that I am a parent of this child.

Signed.....Date.....

IMPORTANT INFORMATION: PLEASE READ

This form **MUST be received by 12:00 pm on 15th January 2024.**

Completed application forms should be emailed to admissions@chapelhillprimary.essex.sch.uk

Or posted to:

Lee Chapel Multi-Academy Trust

C/O Lee Chapel Primary School

The Knares

Basildon

Essex

SS16 5RU

The Lee Chapel Multi-Academy Trust will inform you of the result of this application for Chapel Hill Primary School on **16th April 2024 (National Offer Day).**

Note for Parents about applying for other schools

As Chapel Hill Primary School is not part of the Local Authority's coordinated admissions arrangement for the 2024-2025 academic year, please ensure you still apply via Essex County Council for your other preferences of schools. The closing date for receipt of applications is also 15 January 2024. You must apply via your home local authority website using their common application form.

Data Protection Act 2018: The personal information collected on this form will be used by The Lee Chapel Multi-Academy Trust and Essex County Council for the administration of school admissions. This information will only be shared for the purpose of applying the admissions policy. The Council may also use this data in connection with the prevention or detection of fraud or other crime.