



## APPLICATION FOR IN-YEAR TRANSFER ST. ANTONY'S CATHOLIC PRIMARY SCHOOL



### Applications can only be accepted for children currently resident in the UK

Please return this form (by hand to the School's Main Office) so that you may get a receipt.

Child's Christian/Forename: \_\_\_\_\_

Surname: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Gender: Male/Female (*please circle*)

Date of Birth: \_\_\_\_\_

Current Year Group: \_\_\_\_\_

Current Address: \_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

School pupil is currently attending:

Telephone Number: Home: \_\_\_\_\_

Mobile: \_\_\_\_\_

Mother's full name: \_\_\_\_\_ Employed? Y/N

If yes, state industry: \_\_\_\_\_

Father's full name: \_\_\_\_\_ Employed? Y/N

If yes, state industry: \_\_\_\_\_

**Eligible for Free School Meals?** Apply here:

[https://newham-self.achieveservice.com/service/Application\\_for\\_Free\\_School\\_Meals](https://newham-self.achieveservice.com/service/Application_for_Free_School_Meals)

Religion of Mother: \_\_\_\_\_

Religion of Father: \_\_\_\_\_

Any siblings currently attending St Antony's Catholic Primary School: Y/N

If yes, please complete:

Surname

First Name

Date of Birth

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Religion of Child: \_\_\_\_\_

Which Church do you regularly attend? \_\_\_\_\_

Where was your child baptised? \_\_\_\_\_

Child's Date of Baptism: \_\_\_\_\_

**I can confirm that all the information I have given on this form is true to the best of my knowledge. I understand that if I have given any false information, this may invalidate my application.**

PLEASE ENSURE YOU GET A RECEIPT WHEN YOU SUBMIT YOUR FORM

Please Note: address **will not** be considered if it is:

- An address registered with the Council as commercial property, OR
- An address registered with the Council as empty or derelict, OR
- A tenant's address, where the property owned by the parent/carer and rented to a third party, OR
- Another family members/friends address who does not have parental responsibility for the child, even if the tenant is responsible for the child's daycare arrangements, OR
- Their child-minder's address, OR
- A PO Box address, OR
- Second or other additional properties owned by the child's family, which do not have other tenants and where the child is not resident for at least 6 months of the academic year, OR
- Future addresses even if contracts have been exchanged or the Council have offered the property in writing.

I have requested a **Certificate of Catholic Practice/Letter of Support\*** from my place of worship (*\*if applicable*)

Date \_\_\_\_\_

I have completed the in-year CAF form online Yes  No

Online reference number:

Along with this Application Form, you must present the originals of the following documentation:

- ✓ Your child's Birth Certificate
- ✓ Your child's Baptismal Certificate
- ✓ Your Council Tax Bill, Housing Benefit or Council Tenancy Agreement for the current year
- ✓ A utility bill dated within 6 months of this application i.e. gas, electricity, water; telephone bill or bank statement.

Application forms are to be presented by hand to the school's Main Office.

I wish for my child to be educated in a Catholic School Yes

Signed:  
(Parent/Carer)

Date:

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**FOR OFFICE USE ONLY**

Copies of the following documentation attached to this application:

- Full Original Birth certificate Yes  No
- Original Baptismal certificate Yes  No
- Proof of address (1) Yes  No  Type: \_\_\_\_\_
- Proof of address (2) Yes  No  Type: \_\_\_\_\_

**Data Privacy**

The Data Protection Act 2018 (the Act) puts in place certain safeguards regarding the use of personal data by organisations, including the Department for Education, local authorities, schools and other early education providers. The Act gives rights to those about whom data is held (known as data subjects), such as pupils, their parents and teachers. This includes:

- The right to know the types of data being held
- Why it is being held; and
- To whom it may be disclosed

Should you have any concerns relating to how your information or the information relating to your child/ren is being or will be used, please contact your provider or London Borough of Newham. Please note that information about whether a child is in receipt of Disability Living Allowance is, under the Act, Special Category Data, which will be handled appropriately. Providers are asked to pay particular note to advice from the Information Commissioner's Office on holding personal data including sensitive personal data available at: <https://ico.org.uk/for-organisations/guide-to-data-protection/principle-3-adequacy/>

Original documents seen by:

Date:

Receipt given: **(Y/N)**

**PLEASE ENSURE YOU GET A RECEIPT WHEN YOU SUBMIT YOUR FORM**