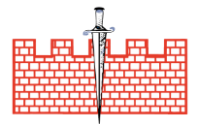




# Shoeburyness High School

a member of SECAT (South East Community Academy Trust)



'Expect Excellence'

## In-year Secondary School Application Form

Refer to in-year transfer guidance notes and the admission booklet on [www.shoeburynesshigh.co.uk](http://www.shoeburynesshigh.co.uk) before completing.  
(to be completed by parents/carers)

<b>SECTION 1</b>	<b>CHILDS DETAILS</b> Please print													
Surname														
Forename(s)														
Date of Birth	DD	MM	YYYY		Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	Year Group	<input type="text"/>				
Home Address	<input type="text"/>													
									Postcode					

<b>SECTION 2</b>	<b>REASON FOR APPLICATION</b>
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**ALL OF THIS SECTION MUST BE COMPLETED**

You must select one of the reasons below **and provide proof of address and any supporting documents.**

(a) Moving into the Southend Area	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
(b) Moving to a different address in the Southend Area	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	
(c) Moving to Southend from Overseas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	If YES which Country?
(d) Not moving but wanting a new school	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	

**APPLICATIONS WILL NOT BE PROCESSED UNTIL PROOF OF ADDRESS IS PROVIDED**

If you are moving, please provide your intended moving date and attach a copy of a letter confirming exchange of contracts or a tenancy agreement (tenancies for a period of less than 6 months will not be accepted)

If you are moving from overseas, it is your responsibility to check your child has a right, under their visa entry conditions, to study at a school. You will need to attach proof of address, a copy of the child's passport and either proof of a 'right of abode' or a 'certificate of entitlement' before we can process this application. Information on this can be found on our website.

**YOU MUST INDICATE THE REASONS WHY YOU ARE SEEKING THIS TRANSFER**

(You may use a separate sheet of paper if needed)

APPLICATION WILL NOT  
BE PROCESSED UNTIL THIS  
SECTION IS COMPLETED  
AND PROOF OF ADDRESS  
IS PROVIDED

Please note that changing schools is a serious step to take and you must **not** remove your child from their current school before you have an offer of another school place.

SECTION 3		PARENT/CARER DETAILS											
Mr/Mrs/Miss/Ms/Other		Address (if different from the child)											
Forename													
Surname													
Home Tel. No.													
Mobile No.													

Email Address															

Do you have parental responsibility for this child? Yes  No

What is your relationship to the child?

Is the child looked after by a Local Authority? Yes  No

If yes, which Local Authority?

Has the child been previously looked after and is now adopted or subject to a residence or special guardianship order? If YES please attach relevant document documentation to this form. Yes  No

Does the child have an Educational Health Care Plan? Yes  No

Is the child on the SEN Register? Yes  No

How many days absence has the child had during this academic year?

How many days absence did the child have during the previous academic year?

Has the child received any Internal Exclusions / Fixed Term Exclusions? YES / NO (please delete as appropriate). If YES, how many? Internal  Fixed Term

SECTION 4		SCHOOL INFORMATION											
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Name of Current School your child is attending (including address)

School

Address  Postcode

If child is not in school what educational arrangements are in place?  Please provide additional notes if required

What is the last date of attendance at a school?  D D M M Y Y Y Y

Did your child take the 11+ test to enable them to be offered a selective place at this school? Yes  No

If yes, what score did they achieve?

Have you applied to any of the following schools directly, please tick to indicate any you have applied to:

Belfairs Academy	<input type="checkbox"/>	Southend High School for Boys	<input type="checkbox"/>	The Eastwood Academy	<input type="checkbox"/>
Cecil Jones College	<input type="checkbox"/>	Southend High School for Girls	<input type="checkbox"/>	Westcliff High School for Boys	<input type="checkbox"/>
Chase High School	<input type="checkbox"/>	St Bernard's High School	<input type="checkbox"/>	Westcliff High School for Girls	<input type="checkbox"/>
Southchurch High School	<input type="checkbox"/>	St Thomas More High School	<input type="checkbox"/>	Other, please detail	<input type="text"/>

**SECTION 5****CHILD'S SIBLINGS**

Does your child have any brothers or sisters attending Shoeburyness High School?

Yes

No

If YES please provide details of siblings below (please refer to the school admission criteria):

Name

Date of Birth

Year Group

**SECTION 6****ADDITIONAL INFORMATION**

If you wish to provide any additional information about your application for a place at Shoeburyness High School please provide details in this section. Please continue on a separate sheet of paper if necessary and attach to this form.

**SECTION 7****DECLARATION****Please read carefully and sign.****I confirm that:**

1. I have read the school admission criteria in the Secondary School Admissions booklet and I am aware of the admission criteria for Shoeburyness High School.
2. I am aware that the school could approach Southend-on-Sea Borough Council to conduct a check to verify residency data.
3. The information I have given on this form is true and correct.
4. I understand that if it is established that I have provided false or misleading information to the school in order to gain a place at a Shoeburyness High School, the school will withdraw any school place offered.

Signed

Name  
(please print)Relationship  
to Child

Date

Once completed, please send this form together with all supporting documents to:

Admissions Department  
Shoeburyness High School  
Caulfield Road, Shoeburyness, Essex, SS3 9LL  
Tel: 01702 292286  
Email: [schooloffice@shoeburyness.southend.sch.uk](mailto:schooloffice@shoeburyness.southend.sch.uk)  
Website: [www.shoeburynesshigh.co.uk](http://www.shoeburynesshigh.co.uk)