



Stationers' Crown Woods Academy

## Stationers' Crown Woods Academy In Year Application Form

### 1. Child's Details

Child's family name/surname(s): \_\_\_\_\_

Given name(s): \_\_\_\_\_

Middle name(s): \_\_\_\_\_

Boy      Girl (please tick)      Child's Date of Birth (use the format Day/Month/Year)  
/      /

Child's principal home address (the full address including postcode)      Current School Year: 7/8/9/10 (please circle)

Date moved to this address (use the format Day/Month/Year)  
/      /

If you are not registered to pay Council Tax in the Royal Borough of Greenwich, either because you are not liable or live in another Borough, you will need to provide proof of your address. For information on what is considered as being acceptable proof, please read our 'Secondary Schools in Royal Greenwich' booklet.

Does your child have a sibling(s) living at the same address attending this Academy Yes ☐ No ☐ (please tick)  
Please provide name(s) and Date(s) of Birth(s) of Sibling(s)

### 2. Details of current or previous school

Full name of school:  
(If it is not a Royal Greenwich School, please provide the full address including postcode )

Telephone No:

Last date of attendance:  
It would be helpful if you could provide a copy of your child's most recent school report

### 3. Parent or Carers details

Title (please tick)

Mr      Mrs      Miss      Ms      Other

Family name/surname(s): \_\_\_\_\_

Given name(s): \_\_\_\_\_

Middle name(s): \_\_\_\_\_

Parent or Carers principal home address (the full address including postcode)

Daytime Telephone Number:

Email Address:

Relationship to child (please tick)

Mother      Father      Other (please specify)

(for office use only)

#### 4. Looked after children

Is your child looked after or previously looked after and now adopted or subject to a residence or special guardianship order, immediately following having been looked after?

Yes ☐ No ☐ (please tick)

You will need to provide a letter confirming the legal status of your child.

#### 5. Medical or social reasons

Do you feel that there is an acute exceptional medical or social reason why your child should be offered a particular school?

Yes ☐ No ☐ (please tick)

**If yes, you must provide supporting evidence with your application. You will need to demonstrate why the school is the most suitable for your child and the implications if your application is not successful.**

Note: Childcare arrangements or moderate learning difficulties are not considered as being an exceptional medical or social need. A request for a place in a designated specialist provision (DSP) must be supported by the Special Educational Needs Section.

#### 6. Additional Information

Please state the reason why you are applying for an Academy Place (please tick)

Your child has been permanently excluded from school Yes ☐ No ☐  
If yes please give details:

You have recently moved into the area Yes ☐ No ☐

If yes, please state where you previously lived in the UK or overseas Yes ☐ No ☐

Your child has been educated at home Yes ☐ No ☐  
If yes, please confirm for how long:

There has been a change in care arrangements Yes ☐ No ☐  
If yes, please give details:

You wish to transfer your child to another local school Yes ☐ No ☐  
If yes, please give reason for transfer:

#### 7. Declaration

I certify that I am the person with parental responsibility for the child named in section 1 and that the information given is true to the best of my knowledge and belief. I agree to the Admissions Service checking Council Tax records held by the Royal Greenwich concerning the address I have given on this form as my place of

residence in order to confirm that those records show me as a resident at the property. I understand that any false or deliberately misleading information given on this form and/or supporting papers, or any relevant information withheld, may render this application form invalid and could lead to the withdrawal of an offer of a Secondary School place for my child.

**By signing this form, I confirm that I have read the 'Secondary Schools in Royal Greenwich' booklet.**

Signature of parent or carer:

Date:

Information supplied will be used for registered purposes under the Data Protection Act 1988

**Checklist - Before returning this form please ensure that you have:** 1. Checked the admission arrangements. 2. Provided proof of address if you do not pay Council Tax or receive Tax or receive Council Tax benefit for a property in the Royal Borough of Greenwich. 3. Provided any supporting evidence. 4. Completed all relevant sections of this form. **Please do not send original documents. Please send completed form to: Stationers' Crown Woods Academy, 145 Bexley Road, Eltham, London, SE9 2PT.**