

Catchment

Category      Input

Receipt Issued

# Admission to Primary/Infant/Junior School 2011

You may also use this form to apply for a place in a first or middle school

**Closing Date for Applications: 15 January 2011**

If you live in Gateshead we recommend you apply online at [www.gateshead.gov.uk](http://www.gateshead.gov.uk). Alternatively you can complete this application and return it to the address on the back of this form by 15 January 2011. If you live outside Gateshead you must obtain your own Council's form and return it direct to them.

**Please remember to sign and date your application form on page 3**

## Section A

### Your Child's Details:

Name:		Date of Birth:	
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Parental Address:			
Current Nursery Provider:			
Is your child in public care, i.e. looked after by the Council? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, which Council looks after your child?		Name of Social Worker:	
Does your child have a statement of Special Educational Needs? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Is English your child's first language? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If no, what is your child's first language?			

### Your Details:

Title: for example Mr/Mrs/Miss/Ms			
Name:			
What is your relationship to the child? Parent <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Foster Carer <input type="checkbox"/> Social Worker <input type="checkbox"/>			
Home Phone:	Mobile Phone:	Work Phone:	

### Preferences:

In the space below, please write in order of preference, which school(s) you would like to apply to, even if this school is not in Gateshead. If you name a Voluntary Aided School as one of your preferences, please include the full school name and its location i.e. Birtley, Blaydon, Gateshead, Highfield, Ryton, Whickham etc.

Preference	Name of School
First	
Second	
Third	

**If you have listed a Voluntary Aided (Church) School as one or more of your preferences, you must also complete Section B on page 3 of this form.**





## Important Information

Gateshead Local Authority (LA) operates a co-ordinated admission scheme with other Admission Authorities within the Borough of Gateshead and with our neighbouring authorities.

If any of your preferences are for a school other than a Gateshead Community School then we will contact the appropriate Admission Authority of that school to enable a decision to be made on your application. If you live in Gateshead we will write to you on 1 April 2011 to notify you of this decision.

When expressing your preferences please note that we cannot automatically hold places back for children in their Community Catchment Primary School or for children with siblings already at the school nor can Voluntary Aided Admission Authorities hold places back for children from their parishes.

**Please note that your child's attendance at a school's nursery or co-located nursery does not guarantee a place in the reception class of the same school. The nursery your child attends must not be taken into consideration when allocating places in the reception class.**

### Equal Preference System

All schools in Gateshead operate an Equal Preference System. It means that an individual school will consider all first, second and third preferences together and apply their admission criterion to everyone who applied on time to determine the allocation of places to the school.

### Admission Policies and Criteria

**Voluntary Aided (Church) Schools and Community Schools in and outside Gateshead have different admission policies and criteria that determine how they allocate places. All Community Schools in Gateshead use the same admission policy. You will need to consider the admission policy for any school you apply to, in order to determine what criteria each school will use, when they consider your child's application.**

### Late Applications

If you return your application after 15 January 2011 your application will be considered as "late" and this will reduce your chance of gaining a place at the school you want. You must provide a reason why your application was submitted "late". If you do not give a reason, we will assume you have no exceptional grounds to allow us to consider your application as an application received on time.

### Address

When determining whether or not a child lives in the catchment area for a Community School, only the address of the parent/legal guardian will be taken into account. Each Admission Authority reserves the right to seek proof of address and to withdraw an offer of a place if any inaccurate information or address is given on the application form.

If you live outside Gateshead you must apply through your home Local Authority.

If you change your address after the submission of your application form you must write to us immediately to let us know your new address. We may ask you to provide us with proof of address.

### Receipt of Application Forms

You must request a receipt when you return your application form.

### Help Line Telephone Numbers

For help or advice regarding the application process and admission policies for Community Schools please contact 0191 433 2757, 433 2775 or 433 2756.

For advice or guidance about Voluntary Aided admission policies you will need to contact the school directly.

### Contacts in other Local Authorities

You can seek advice about admission to schools in neighbouring authorities by contacting the following numbers:

Durham Local Authority	0191 383 4576
South Tyneside Local Authority	0191 424 7705
Newcastle Local Authority	0191 277 7428
Sunderland Local Authority	0191 561 1447
Northumberland Local Authority	01670 534 162

**Information you provide is collected in compliance with the Data Protection Act 1998. It will be used to allocate school places and may be shared with other local authorities with whom the child may become associated, the DCSF and other relevant officers in Learning and Children and Children's Services.**

**We will keep your personal data safe and secure and will not share it with other organisations or disclose it to anyone else without your consent, unless we are required by law to do so.**

If you require a copy of this form in large print, Braille, audio tape or in another language, please contact :

0191 433 2775 or 433 2757

## Completed forms

Please remember to sign and date your application form and return it no later than 15 January 2011.

### School Organisation and Admissions

Learning and Children,  
Civic Centre,  
Regent Street,  
Gateshead NE8 1HH