**Derby Cathedral School**

**Supplementary Admission Form**



Thank you for your interest in applying for a place at Derby Cathedral School.

In order to correctly determine and apply our admissions criteria to your application, we require some additional information from you.

Please complete the below sections **as fully as possible**, sending in all additional evidence that is required. Please return by post to:

FAO Admissions Team

Derby Cathedral School

Great Northern Road

Derby

DE1 1LR

Or electronically, attaching all additional evidence, to [admissions@derbycathedralschool.org.uk](mailto:admissions@derbycathedralschool.org.uk)

**If you do not complete and return this form, we cannot accurately apply our admissions criteria to your application.**

**If none of the below sections apply to you, we must still receive this form to determine your place on the waiting list.**

**SECTION A**

|  |  |  |  |
| --- | --- | --- | --- |
| Child’s date of birth: |  | | |
| SURNAME of child: |  | | |
| FORENAME of child: |  | | |
| Full name(s) of  parent(s) / carer(s): |  | | |
| Address: |  | | |
| Postcode: |  | Mobile Number: |  |
| Email: |  | | |
| Current school: |  | | |

**PLEASE NOW COMPLETE SECTION B**

**SECTION B**

Now complete the following by ticking the box which applies to your child.

**N.B. Supporting evidence MUST also be supplied as failure to do so may affect your child’s offer of a place.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Oversubscription criteria** | ✓ | **Evidence required** |
| 1 | My child is a Looked After Child in the care of a local authority |  | Legal documentation e.g. Care Order alongside named Social Worker whom Derby Cathedral School will contact. |
| 2 | My child has **exceptional** medical or social needs. |  | Each application must include evidence, from a medical specialist or social worker, of the child’s need and why they must attend Derby Cathedral School *rather* than any other, based on those needs.  NB: Exceptional medical needs do not include dietary requirements nor allergies. |
| 3 | My child has previously been entitled to Free School Meals at any point in the past 6 years or is currently entitled to Free School Meals. This is known as the Pupil Premium. |  | Written evidence from your child’s current school to confirm they are in receipt of the Pupil Premium or are currently entitled to Free School Meals;  OR written evidence of your entitlement to one of the following benefits:   * Universal Credit * Income Support; * income-based Jobseekers Allowance; * an income-related employment and support allowance; * support under part VI of the Immigration and Asylum Act 1999 * Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that, from 6 April 2011, does not exceed £16,190 (as assessed by Her Majesty’s Revenue and Customs); * where a parent is entitled to the Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit); * the Guarantee element of State Pension Credit. |
| 4 | I am presently employed at Derby Cathedral School in a skills shortage area and my son or daughter is the applicant named above |  | Contract of employment for staff member  Birth certificate of applicant |
| 5 | My child is a sibling of pupil(s) attending the school at the time the application is received |  | ‘Sibling’ means a natural brother or sister, a half brother or sister, a legally adopted brother or sister or half brother or sister, a stepbrother or sister, or other child living in the same household who, in any of these cases, will be living with them at the same address at the date of their entry to the school.  Full Name of Sibling(s):  As evidence, sibling must be named and Derby Cathedral School will verify current roll status. |

**Please note that should none of the oversubscription criteria above apply to your application, the child living closest to the school will be given priority for admissions. Further details are found below.**

If in categories 2-5 above a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. Distance is measured using the local authority Geographic Information System known as GIS (\*) to identify and measure the distance from the address point of an applicant’s home to the address point of Derby Cathedral School. Random allocation undertaken by a person of good standing with no association with the Trust or the school will be used as a tie-break in categories 2-5 above to decide who has highest priority for admission if the distance between a child’s home and Derby Cathedral School is equidistant in any two or more cases.

**Declaration: The information given on this form is correct. I will/have provide(d) the supporting evidence as required in order for the correct admission criteria to be applied. I understand that failure to do so may affect my child’s rank on the school admissions list.**

|  |  |
| --- | --- |
| Name |  |
| Date |  |

The data on this form will only be used within the school admissions system, and will not be divulged to any third party outside the school in accordance with GDPR.

If there is a delay in providing any additional/supplementary evidence, please indicate below:

**Additional information regarding supplementary evidence:**