



St Thomas More High School

In-year Secondary School Admission Application Form

Declaration

I am aware:

- 1) of the admission criteria for St Thomas More High School to which I am applying;
- 2) of the Council policy in relation to pupil transport (detailed in the Secondary School Admissions booklet www.southend.gov.uk/admissions ;
- 3) that the Local Authority may conduct checks to verify residency (e.g. request copies of two utility bills, council tax demand);
- 4) if a school place has been secured through false information being provided, the school has the power to withdraw any place offered.

Signed (parent/guardian).....Date.....

Relationship to child.....

Please note:

You will need to complete a separate form for each of your children of secondary school age.

- You should complete all sections and send the form to St Thomas More High School either via post or email) admissions@st-thomasmore.southend.sch.uk

Please use this form if you wish to apply for an 'in year' school place at St Thomas More High School, if you are moving into the borough or wishing to transfer schools.

Applications for transfer from year 6 to year 7 can only be done via Southend-on-Sea Borough Council.

Section 1 Pupil Details

Forename						
Surname						
Known as						
Date of Birth		Male		Female		Current Year
Current Home Address				New/Moving Address		
				(You must provide proof of address to Local Authority if requested)		
				Date Moving		
Current School				Last day Attended school		
Has your child been permanently excluded?					Yes	No

Section 2 Reasons for application

Please tick the relevant box

A) Moving into the Southend	
B) Moving to a different address in the Southend Area?	
C) Moving to Southend from Overseas	
D) Not moving but wanting a new school	

Section 3 Siblings

If you have another child at St Thomas More or St Bernard's please provide their details. If you are applying for more children, please use separate forms for each child.

Name	Date of Birth	Year Group	Current school

Section 4 Parent/ Carers details –

Mr/Mrs/Miss/Ms/Dr		Forename		Surname	
Relationship to child?			Home Telephone no.		
Work telephone no.			Mobile telephone no.		
Email Address					

Section 5 Further details

If you answer yes to any of the below, please ensure to provide a copy of the relevant documentation

Is your child looked after by a Local Authority or is your child previously looked after?	Yes		No	
If your child is adopted, or has a special guardianship order, or has a child arrangements order, after having being looked after by the state, please provide a copy of the order and the details of the Local authority. This also applies if the child was in state care abroad before being adopted.	Yes		No	
If yes, which Local Authority				
Please add your social workers name and contact details below				
Is your child a member of a Service or Crown Family? Please provide letter from the MOD with details	Yes		No	

Section 6 Religious Information

Religion	
If Catholic, date and place of Baptism	
If Catholic, date and place of First Holy Communion	
Name & address of parish in which you reside:	
Name & address of parish where you attend mass, if different:	
Name & parish of the priest who will complete your Certificate of Catholic Practice:	

Please tick when completed and send with this form into school Admissions, St Thomas More High School, Kenilworth Gardens, Westcliff on Sea, Essex SS0 0BW.

It can also be emailed to; admissions@st-thomasmore.southend.sch.uk

- PHOTOCOPY** of Certificate of Baptism or Reception
- If your son is a practising Catholic you have enclosed or arranged for a **Certificate of Practice** to be submitted to the school. (Catholic applicants).
- If your son is a practising Christian you should obtain a letter which states that your son is practising his faith, from your Minister. (Non-Catholic Christian applicants).

Section 7 Submission

I am aware that the school has up to 15 school days to provide an outcome in writing.

I confirm that the information I have given is true and that I have parental responsibility for this child.

I/we confirm that the information on this form is true to the best of my/our knowledge and belief.

If our son is admitted to St Thomas More High School we understand that he will be educated in the Catholic faith and that he will participate in the religious life of the school.

Name:		Date	
<p>Once completed this form must be returned to:</p> <p>Admissions St Thomas More High School Kenilworth Gardens Westcliff on Sea Essex SS0 0BW.</p> <p>It can also be emailed to: admissions@st-thomasmore.southend.sch.uk</p>			