

SECTION 2 – PARENTAL RESPONSIBILITY

If more than one person has parental responsibility, there must be an agreement about the school preferences. The Authority cannot become involved in parental disputes. Is there any Court ruling e.g. a Specific Issues Order, that determines who has authority to state a preference for a school place? Yes [] No []

If **YES** please provide details below and attach a copy of the Court ruling

Is this child living or coming to live with a person who **does not** have parental responsibility, for example, another relative, or a friend of the family? Yes [] No []

If **YES** please provide details below. We may need to ask for additional information.

SECTION 3 – MOVING HOUSE?

Is your application due to a change of address? Yes [] No []

If **YES**, please provide details. We may ask for proof of residence.

New address:

Previous address:

Expected date of move:

SECTION 4 – ADDITIONAL INFORMATION

Is this child **in care** of a Local Authority?* Yes [] No []

Was this child **previously in care** of a Local Authority?* Yes [] No []

If **YES** to either or the above, which Authority is or was responsible?
Please also give Social Worker's name and contact details.

Note that if this form is for a child in care the Social Worker must complete this form and a copy of the updated PEP which supports the move must be attached.

**If you answer YES to either of the above, we may request more information from you.*

Does this child have an **Education Health and Care Plan**? Yes [] No []

Is this child a **British/EU citizen**? Yes [] No []

If a non-British or EU citizen, you must provide a copy of your and your child's current passport and visa with the application.

What is the child's first language? English [] Other []
If **Other** please say which one:

Are there **medical reasons** for your preferences? Yes [] No []

If **YES**, please provide details in Section 5. Evidence must be attached to this form, or give the name and address of a doctor to whom reference may be made.

Has this child been Permanently Excluded from any school?	Yes [<input type="checkbox"/>] No [<input type="checkbox"/>]
If YES , please state the name of the school and the date excluded.	
Is there any family member or ex-family member who is not entitled to have access to the information on this form?	Yes [<input type="checkbox"/>] No [<input type="checkbox"/>]
If YES , please give their name and relationship to the child.	

SECTION 5 – REASONS FOR PREFERENCE – this section **must** be completed

You may continue on a separate sheet of paper if required. Please note that if you do not give reasons in support of your preference, it may not be possible to give the same weight to such reasons at a later stage as would be given at the initial consideration. PLEASE BEAR IN MIND THAT WHAT YOU WRITE HERE WILL BE PROVIDED TO YOUR CHILD'S CURRENT SCHOOL AS WELL AS YOUR PREFERENCE SCHOOLS.

SECTION 6 – DECLARATIONS AND SIGNATURES

A. YOUR PERSONAL INFORMATION

The information provided on this form will be processed in accordance with the Local Authority's **School Admissions Privacy Notice**. Information will be treated as confidential and will be used only for the purpose of processing your child's application for a school place in accordance with the School Admissions Code 2014. The Privacy Notice is in line with our duties as set out in the Data Protection Act 2018 and GDPR.

Where necessary this information will be shared with various internal Council teams, and with external agencies, including other Local Authorities and Schools, the Department for Education, Office of the Schools Adjudicator, the Education Skills Funding Agency, the Local Government and Social Care Ombudsman and the NHS Community Trust where required in relation to other legal, statutory or other regulatory obligations or requirements. In order to verify the authenticity of pupils' addresses or income status this information may be shared with Council Tax and Housing Benefit teams. Information about your child may also be shared with Members of Parliament or Local Councillors, if you ask them to act on your behalf.

For further information please read the School Admissions Privacy Notice (www.wirral.gov.uk/schools-and-learning/school-admissions/apply-primary-or-secondary-school-places) or contact the Council's Data Protection Officer at DPO@wirral.gov.uk or by calling 0151 606 2020.

You must provide consent for the Authority to use your information for the purpose of School Admissions. If you do not wish to provide consent, you cannot proceed with this application.

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SUPPLEMENTARY INFORMATION FOR APPLICATIONS FOR FAITH SCHOOLS

Parents are requested to complete this section of the preference form if applying for **Catholic Primary schools or Church of England Aided Primary Schools.**

CATHOLIC PRIMARY SCHOOLS: In the following boxes, **complete the ONE** which applies to your child (Box A, B or C).

A. Is your child baptised Catholic?	Yes [] No []
Please name the Church and Year in which the baptism took place.	

B. Are you planning to have your child baptised Catholic?	Yes [] No []
Please name the Church and Year in which the baptism will take place.	

C. If your child is not a Catholic, are you applying because you wish your child to have a Catholic education?	Yes [] No []
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Note that the Governing Body reserve the right to check on information provided by parents, including evidence of a baptismal certificate. If you have any questions about completing this part of the Common Application Form, please contact the Headteacher of a Catholic Primary School or the Director of Schools for the Diocese, Curial Offices, 2 Park Road South, Birkenhead, phone 0151 652 9855.

CHURCH OF ENGLAND AIDED PRIMARY SCHOOLS: In the following boxes, **complete the ONE** which applies to your child (Box D, E or F).

D. Are you applying for a place because you worship at a Church of England church?	Yes [] No []
If Yes, please name the Church:	
If Yes, please give the name and address of the incumbent to whom reference may be made in connection with your attendance:	

E. Are you applying for a place because you worship at a different Church?	Yes [] No []
If Yes, please name the Church:	
If Yes, please give the name and address of the minister to whom reference may be made in connection with your attendance:	

F. If neither D or E apply but you wish your child to have a Church of England education, please tick here:	<input style="width: 30px; height: 20px; border: 1px solid black;" type="checkbox"/>
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Any other reasons for your preference, including involvement in the work and worship of a Church should be given in **Section 5 of the application form** or on a separate sheet of paper. Note that the Governing Body reserve the right to check on information provided by parents, including evidence of church attendance.

If you have any questions about completing this part of the Common Application Form, please contact the Headteacher of a Church of England Aided Primary School or the Director of Education for the Diocese, 5500 Daresbury Park, Daresbury, Cheshire WA4 4GE, telephone 01928 718834.