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| Logo, company name  Description automatically generated | **MANOR DRIVE SECONDARY ACADEMY****Porter Avenue, Peterborough, PE4 7EP**[**www.manordrivesecondary.org**](http://www.manordrivesecondary.org)**.uk /** **office@manordrivesecondary.org****.uk****STUDENT ADMISSION** **IN YEAR APPLICATION FORM** | Logo, company name  Description automatically generated |
| **Name of student:** |  | **Male** |  | **Female** |  |
| **Date of Birth:** |  | **Year Group:** |  |
| **Name of Parents/Carers:** |  |
| **Child’s Address:**(the address they spend the majority of their time living) |  |
|  | **Post Code:** |  |
| **Telephone Numbers:** Home: |  | Mobile: |  |
| **Email Address:**  |  |
|  |  |
| * *I enclose two documents which confirm my residency at this address eg: council tax / utility bill. If about to move house, I enclose relevant documents to confirm the move, eg solicitor’s / estate agent’s / council paperwork*
 |
| Does your child have an Education Health Care Plan (EHCP)? *If in doubt, please speak with your child’s current class teacher* | * Yes
 | * No
 |
|  |
| Is your child under the care of the Local Authority? | * Yes
 | * No
 |
| **Present school** (name and address) |  |
|  |  |
| Telephone number: |  |
| Leaving date from current school if applicable: |  |
| **Sibling(s) at Manor Drive Secondary Academy** (brothers or sisters currently at the school) |
| Name: |  | Year Group: |  |
|  |  |  |  |
| **Reason for application:** |  |
| *(please provide as much information as possible about the change of school application)* |
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| **Fair Access Questions:**We would like to ensure that children without a school place are found a suitable school as quickly as possible in accordance with the Local Authority’s Fair Access Policy. **Please tick any box that applies to your child and provide written evidence with your completed application form.** If an offer of a school place is made and it is found that these questions have not been answered truthfully, the place may be withdrawn: |
| **Your child has been subject to a Managed Move** | * **Yes**
 | * **No**
 |
| **Your child is returning from the Criminal Justice system** | * **Yes**
 | * **No**
 |
| **Your child has been previously permanently excluded** | * **Yes**
 | * **No**
 |
| **Your child is known to the Police or any other agencies** | * **Yes**
 | * **No**
 |
| **Your child is currently attending a Pupil Referral Unit (PRU)** | * **Yes**
 | * **No**
 |
| **Your child is currently attending a PRU and is now needing to reintegrate back into mainstream education** | * **Yes**
 | * **No**
 |
| **Your child has an annual attendance of less than 70% or legal action has been taken for non-school attendance** | * **Yes**
 | * **No**
 |
| **Your child is at risk of being permanently excluded** | * **Yes**
 | * **No**
 |
| **Your child has been out of education for two months or more** | * **Yes**
 | * **No**
 |
| **Your child is of Gypsy, Roma or Traveller community** | * **Yes**
 | * **No**
 |
| **Your child is a refugee or asylum seeker** | * **Yes**
 | * **No**
 |
| **Your child is homeless** | * **Yes**
 | * **No**
 |
| **Your child has special educational needs (SEN) but DOES NOT have an Education, Health and Care Plan (EHCP)** | * **Yes**
 | * **No**
 |
| **Your child has a disability or medical impairment that has a substantial and long-term effect on their ability to carry out normal day to day activities** | * **Yes**
 | * **No**
 |
| **Your child is a carer** | * **Yes**
 | * **No**
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| ***Declaration by Parent / Carer:*** *I declare that all the information in this application form is correct. I understand if I make a false declaration the place could be withdrawn and / or legal action may be taken* |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Signed:Parent 1 |  | Print Name: |  | Relationship to child: |  | Date: |  |
| Signed:Parents 2 |  | Print Name: |  | Relationshipto child: |  | Date: |  |

*Please return this completed form to Mrs P Noble (Admissions),*

*Manor Drive Secondary Academy, Porter Avenue, Peterborough, PE4 7EP*