

THE BUSHEY ACADEMY
London Road, Bushey, Watford, Herts WD23 3AA

SUPPLEMENTARY INFORMATION FORM (SIF)
APPLICATION FOR ADMISSION IN SEPTEMBER 2012

If you are seeking a place for your child at The Bushey Academy in September 2012 you should complete this Supplementary Information Form (SIF) and return it to the Director of Student Services at the academy no later than Monday 31 October 2011. Forms received after this date will be considered only **after** all other applications, in line with the policy of the Local Authority.

You **must** also fill in a **Secondary Transfer Form** for the county in which you are resident. Hertfordshire residents should either apply on line or return the paper form to the Admissions and Transport Department of Hertfordshire County Council **by 31 October 2011**. Copies of the Moving On leaflet explaining how to apply for a secondary school place were distributed through your child's primary school at the start of September. Any other information you need is available on the HCC website www.hertsdirect.org/admissions.

Your child's home address at the date of application is important in deciding whether or not a place can be offered if the academy is oversubscribed. The academy reserves the right to reject an application and/or withdraw an offer of a place should it be established that false information has been given.

Deadline for applications for admission:

Monday 31 October 2011

Statutory deadline for application (online or paper)

THE BUSHEY ACADEMY

SUPPLEMENTARY INFORMATION FORM (SIF)

1. Child's Surname:

- First Name(s):

2. Permanent home address:
(If parents are separated/divorced please give addresses of both parents, see Item 4 below)
.....
.....Post Code:

3. Full name(s) of parent or legal guardian (at the permanent home address)
.....

4. Name and address of parent (if different from above)
.....
.....Post Code:

5. Child's date of birth:
(You will be required to show us the original copy of the child's birth certificate or passport)

6. Gender Male / Female

7. Home phone number:

- Mobile phone number:

8. Current school

Please answer ALL of the following questions, having read our admissions criteria in the Hertfordshire County Council Moving On booklet

Criterion 1: Is this child a Looked After Child? **YES / NO**
(A child who is in the care of a Local Authority?)

If you are applying under criterion 1, we will need to see a supporting letter from this child's social worker and/or advisory teacher.

Criterion 2: Is it essential for your child to be admitted to the Academy because of special circumstances to do with significant medical or social needs? **YES / NO**

If you are applying under criterion 2, you must give details of the circumstances when you submit this form.

The evidence must relate specifically to this academy, and must clearly demonstrate why it is the only school that can meet your child's needs. All applications are considered individually, but you should include:

- Specific professional evidence to show why only The Bushey Academy can meet your child's individual needs;
- Professional evidence that outlines exceptional family circumstances making clear why only The Bushey Academy can meet the child's needs;
- For medical cases, a clear explanation of why the child's disability or severity of illness makes attendance at The Bushey Academy essential.

Applications under criterion 2 will only be considered if they are supported by a letter from a professional involved with your child or family.

Criterion 3: Will your child have a sibling living at the same address and currently attending the academy? **YES / NO**

If yes, please give the name of the sibling:

Criterion 4: Distance

The remaining places will be offered to pupils with the nearest distance measurement on the basis of proximity, i.e. students who live the nearest distance at the close of the HCC admission late application date.

Please enclose a recent original utility bill in your name for your child's permanent address (unless you are applying under criterion 3, siblings), along with a stamped addressed envelope so that we can return it to you.

Please note the following:

Please make sure that you have enclosed supporting evidence where appropriate, along with a stamped addressed envelope for us to return this evidence where necessary.

Please ensure that you affix the correct postage if you are sending this application by Royal Mail, as we cannot guarantee that we will collect or pay for items which have been underpaid.

Declaration

I/we confirm that:

- To the best of my/our knowledge, all of the information given above is correct, and I understand that should I have provided any false information the academy may reject this application and/or withdraw the offer of a place.
- I undertake to notify the academy if any of this information changes before any offer of a place is made.

Signed:

Full name:

Parent/Guardian (please delete as appropriate)

Date: