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**APPLICATION FOR NURSERY ADMISSION**

*(Please complete in capital letters)*

CHILDS SURNAME..... MALE /FEMALE.....

FIRST NAME(S)..... DATE OF BIRTH.....

ADDRESS.....

.....

TELEPHONE NUMBER(S).....

E MAIL ADDRESS.....

PARENT/CARERS FULL NAMES.....

NAMES OF SIBLINGS ALREADY ATTENDING ST MARKS.....

SPECIAL CIRCUMSTANCES/MEDICAL INFORMATION TO BE CONSIDERED FOR ADMISSION

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**COMPLETION OF THIS FORM DOES NOT GUARANTEE A PLACE IN THE NURSERY.**

Places will be allocated during the summer term preceding the September in which your child is eligible to start, using the following criteria:-

1. Children with a brother or sister who will be attending the main school at the time of admission.
2. The distance from school to home measured in a straight line.
- 3. Please provide photocopies of documentary evidence as per overleaf.**

**A PLACE IN ST MARKS NURSERY DOES NOT GUARANTEE A PLACE IN ST MARKS PRIMARY SCHOOL**

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**For office use**

INTAKE YEAR	Siblings attending St Marks (not year 6)	Distance in metres from St Marks	Copies of Docs attached	Date Received	Date place offered

## **DOCUMENTARY EVIDENCE FOR NURSERY SCHOOLS**

### **Date of Birth**

Please attach a photocopy of your child's birth certificate or passport to show their date of birth.

### **Proof of address**

Please attach proof of your child's home address to your completed application form.

Your current year's council tax bill.

If you do not pay council tax then one of the following may be accepted:

- council rent book for the current year
- letter confirming entitlement to income support for the current year
- tenancy agreement from a registered private letting agency
- letter from social services, National Asylum Support Service (NASS), or housing department confirming placement at your address
- if moving home, a solicitor's letter confirming the date that contracts were exchanged and the proposed date of completion

If none of the above is available, send a letter explaining the circumstances.

### *Important:*

Provision of an incorrect home address or other false information is likely to lead to the withdrawal of an offer of a nursery place. If you change address after registering your child for a place in a nursery school or nursery class, you should advise the school in writing immediately.

*Shared responsibility:* Where parents have shared responsibility and their child lives half of the week with each parent, the parents must come to an agreement as to whose address will be used for the application.