**Please return this form to:**

**The Admissions Manager, Caroline Chisholm School,**

|  |  |
| --- | --- |
| **Office Use Only:** |  |
| Added to List 2022/23 |  |
| NCC contact received |  |
| NCC advised |  |
| Year Group |  |

**The Wooldale Centre For Learning, Wootton Fields,**

**Northampton, NN4 6TP**

**Or by e-mail to:** **admissions@ccs.northants.sch.uk**

I understand my child’s name will only be on the list once this form has been properly completed and received at CCS **AND** confirmation of my application via Northamptonshire County Council has been received by CCS.

|  |  |
| --- | --- |
| Child’s legal surname: |  |
| Child’s first name: |  |
| Date of birth: |  | Gender |  |
| Year group applying for: |  |
| Child’s Current School/Name of School offered: |  |
| Name(s) of any siblings currently at Caroline Chisholm School:  |  | Registration Group: |  |
|  | Registration Group: |  |
| Child’s home address including postcode: (Where the applicant lives for all or most of the time.) |  |
|  |
|  |
| Resident at this address since (date): |  |
| If above is less than 12 months, please indicate previous address (including postcode) here: |  |
|  |
|  |
| Have you completed a Northamptonshire County Council In-Year application form? | Yes / No | If no, please complete this as soon as possible, your child cannot be added to the waiting list until this has been done | Please indicate here if you are a Crown Servant. | Yes / No |
| Name of parent/guardian 1: |  | Relationship to child: |  |
| Contact telephone numbers: | Home: |  | Mobile: |  |
| Name of parent/guardian 2: |  | Relationship to child: |  |
| Contact telephone numbers: | Home: |  | Mobile: |  |
| E-mail address: |  |
| I give permission for correspondence to be sent via e-mail: | Delete as appropriate: Yes / No |
| Signed: Parent/guardian 1: |  | Date: |  |
| Signed: Parent/guardian 2: |  | Date: |  |

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**Waiting List Information**

Thank you for applying for a place at our school and/or requesting a place on our waiting list. Please read the information below before considering completing the attached waiting list form.

If you have not yet applied for a place at our school, you must do this in order to gain a place on our waiting list. This should be done via the Northamptonshire County Council Web site at [www.northamptonshire,gov.uk/admissions](http://www.northamptonshire,gov.uk/admissions). You will need to download and complete an ‘in-year’ application form for your child/children.

Places are allocated from our waiting list once a space becomes available due to a child leaving the relevant year group. Once a place becomes available, this is allocated to the child at the top of the list according to our admissions criteria, these are available on our website. We will need to have received confirmation of your application from Northamptonshire County Council AND a completed waiting list form for the current academic year for your child to be considered for any available place.

Children from our linked area (Wootton, Wootton Fields, Grange Park, St George’s Fields, Quinton and Courteenhall) are prioritised within our admissions criteria over children who do not live in these areas and these children therefore have more chance of a place being allocated to them from the waiting list. Details of the boundaries of our linked area are available on our website. It should be noted that there is currently no plan to extend the boundaries of our linked area to include any new developments adjacent to the current boundaries.

We have few leavers from our school in any academic year, and there is no guarantee we will have any leavers in the year group you are interested in. The waiting list runs for the current academic year only and is reset to nil at the end of the year. No applications are carried over to the following academic year from the waiting list.

If you wish to add your child to the waiting list, please complete and return the attached waiting list form to us. Your child will not be added to the list if we do not receive a completed waiting list form. There is an appeals process if your application is unsuccessful.

Thank you for your interest in our school.