

Form SA3

Transfer to secondary school - September 2025



Westmorland
& Furness
Council

Please read the **“Transfer to secondary school in Westmorland & Furness - September 2025”** booklet **carefully** before you complete this form. The booklet is available in schools and on the county council website at www.westmorlandandfurness.gov.uk. Please return your completed form to your child’s current school by **31 October 2024**.

Personal information – child’s details

Child’s first name	_____								
Child’s surname	_____								
Date of birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Gender (male/female)	_____
Home address	_____								
	Postcode _____								
Current school	_____								

Parent/carer details

Full name of parent/carer	_____	Title (Mr/Mrs/Ms/Miss etc)	_____
Relationship to child	_____		
Contact tel number	_____		
Contact email address	_____		
I give consent for all correspondence to be sent to this email address Yes <input type="checkbox"/> No <input type="checkbox"/>			
<i>(Please note if you are applying using a paper form you will receive your offer of a school place by post and not by email)</i>			
<i>If you are caring for someone else’s child for more than 28 days and you are not an immediate relative, you may be private fostering and it is a legal requirement that you contact the local authority on 0333 240 1727. Further information is available at www.westmorlandandfurness.gov.uk.</i>			

Your preferred schools

Name of school (in order of preference)	Will your child have a brother or sister at this school on 3 Sept 2025?	Brother/sister’s name	Brother/sister’s date of birth
1.	<input type="checkbox"/>		
2.	<input type="checkbox"/>		
3.	<input type="checkbox"/>		

To be completed by your current school: Date received in school: <i>(Please verify with stamp)</i>	For School Admissions use only Date received:
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Catchment	Siblings	C/V/C Category	Documentary evidence
_____	_____	_____	_____

Are you applying for any of your schools on the basis of faith? Yes No

If yes, which faith? _____

Please check to see if you need to complete a supplementary form or send any supporting information to your preferred schools. This information can be found on the individual schools website.

Does your child have an Education, Health and Care Plan (EHCP)? Yes No

Is your child currently undergoing a statutory assessment of special educational need? Yes No

Do you have any other children attending any of your preferred schools who have an EHCP which names that school? Yes No

Is your child in the care of a Local Authority? Yes No

If yes, which Local Authority? _____

Was your child previously looked after by a Local Authority? Yes No

If yes, please refer to the *“Transfer to secondary school in Westmorland and Furness- September 2025”* booklet for further information.

If you have attached any evidence, please tick this box

Community and voluntary controlled schools only:

Do you have any other children attending any of your preferred schools who were directed to that school by the Local Authority. (please see criterion 3 the Local Authority Admissions Policy for further information) Yes No

Other reasons for your preferences

If you wish to give any other reasons for your preferences, please attach a separate sheet. If you have attached any additional information, please tick this box

Parental declaration

I confirm that I have parental responsibility for this child and the information given is correct. I understand that if I have given false information, any school place offered may be withdrawn. I also agree to whatever checks may be carried out to verify accuracy. I have read the *“Transfer to secondary school in Westmorland & Furness - September 2025”* booklet provided by Westmorland & Furness Council before completing this form.

Full name of parent/carer signing the form (please print)	
Signed	
Date	
Correspondence address if different from child’s address (<i>this address will not be used in the allocation process</i>)	

Remember to submit your form by 31 October 2024 – if your form is late it may affect your chances of being allocated a place at one of your preferred schools

Information about School Admissions can be found on Westmorland & Furness Council’s website at: www.westmorlandandfurness.gov.uk or by contacting school.admissions@westmorlandandfurness.gov.uk or 0300 303 8144

School Admissions and Appeals Team, Westmorland & Furness Council, PO Box 305, Kendal, LA9 9GZ