



## Wykhampark Academy In-Year Student Application Form

*Please note that the purpose of this form is to seek information to enable our school to initiate the process of in year transfer for you and your child.*

*Information relating to our data protection policy is available at <https://wykhampark-aspirations.org>*

This form is compliant with the Admissions Code, details of which can be found at [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/389388/School\\_Admissions\\_Code\\_2014\\_-\\_19\\_Dec.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/389388/School_Admissions_Code_2014_-_19_Dec.pdf)

### Section 1: Details of Child:

Surname: \_\_\_\_\_ Forename: \_\_\_\_\_  
Middle name(s): \_\_\_\_\_ Chosen name: \_\_\_\_\_  
Previous surname (if applicable): \_\_\_\_\_  
Gender: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Home Address: \_\_\_\_\_

Postcode: \_\_\_\_\_ Home phone number: \_\_\_\_\_

(The child's home is the permanent address where they live with their legal guardian and where any child benefit is addressed. If this is different from the parent/carer's address, please explain why on the back of this form. Also, if parents share custody, please give both addresses and state this below, continue on the back of this form if necessary).

Does your child have any siblings who currently attend the Academy? Yes / No

If yes please give names: \_\_\_\_\_

### Section 2: Details of Parent/Carer:

Mother's Title: \_\_\_\_\_ Mother's name: \_\_\_\_\_  
Mother's address (if different from above): \_\_\_\_\_

\_\_\_\_\_

Mother's phone no (if different from above): \_\_\_\_\_

Mother's mobile no: \_\_\_\_\_ Mother's work no: \_\_\_\_\_

Mother's e-mail address: \_\_\_\_\_  
(It is important that you supply an email address as weekly correspondence is sent out by this method).

Do you have parental responsibility? Yes / No (please delete as appropriate)

If no please state who does: \_\_\_\_\_

Father's name:

Father's address: \_\_\_\_\_

Father's phone no (if different from above): \_\_\_\_\_

Father's mobile no: \_\_\_\_\_ Father's work no: \_\_\_\_\_

Father's e-mail address: \_\_\_\_\_

(It is important that you supply an email address as weekly correspondence is sent out by this method).

Do you have parental responsibility? Yes / No (please delete as appropriate)

If no please state who does: \_\_\_\_\_

**For Looked After Children:**

Please give Social Worker's name and contact details below:

\_\_\_\_\_  
\_\_\_\_\_

Local Authority Responsible for child: \_\_\_\_\_

**Section 3: Previous Education:**

*Please give details below of the previous school attended by your child.*

Name of previous school: \_\_\_\_\_

Address: \_\_\_\_\_

Date started: \_\_\_\_\_ Date left: \_\_\_\_\_

**Section 4: Signature of Parent/Carer:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (in block capitals): \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Please return to [LPalmer@wykhampark-aspirations.org](mailto:LPalmer@wykhampark-aspirations.org) or by post to:

Mrs L Palmer, Wykham Park Academy, Ruskin Road, Banbury, Oxfordshire, OX16 9HY

We will process personal data and sensitive personal data (also known as 'special categories of personal data') relating to you and your child in accordance with our Data protection policy and in accordance with data protection laws. For further information, please visit [Parents & Pupils PRIVACY NOTICE](#)