

Elements Primary School – Expression of Interest Form

Return by 15 January 2018



Elements Primary School
Creative · Unique · Innovative

Please fill in both sides of this form if you would like to express an interest in requesting a place at Elements Primary School, which will open September 2018. Please use capitals and read all sections and the guidance before completing the form. Please return the form to: **Leeds City Council PO box 837 Admissions Leeds LS1 9PZ.**

You can also email this form to: **education.annual.cycle@leeds.gov.uk**

Section 1 - The child who is starting school

Name and address of child	Parent/Carer name	
	Tel Number	
	Email Address	
	Mobile Number	
Child's Date of Birth	Gender (Male / Female)	
Does the applicant have parental responsibility for the child?	Yes No	
Is the child in public care ('looked after') or formerly in public care (i.e. adopted from local authority care or subject to a child arrangements order or special guardianship order)?	Yes No	
	If yes, please provide contact details for Social Worker	
Are you requesting admission outside the child's normal year group?	Yes No	
	If yes, please provide further information	
Please send evidence in support of your application for admission out of normal age group with the application.		

Section 2 – further information

Please use this space to tell us anything else which is important to your application:

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Section 3 – Order of preference

Elements Primary School will open in September 2018. To request a school place for September 2018, you should complete the Local Authority Common Preference Form and include up to five preferences (not including Elements Primary School). In addition, please use the space below to tell us your **revised preference order including Elements Primary School**. This preference order will be used to allocate places when the school has received formal confirmation that it will open in September 2018.

Preference 1	
Preference 2	
Preference 3	
Preference 4	
Preference 5	

Please note: You are also required to complete the Leeds City Council Common Preference Form

Common Preference form

Type 'Elements is my first preference' here

Your preference: your reasons

If you would like to, you can provide more information about your reasons for expressing a preference for this school. This section helps us understand which priority of the admissions policy your application may meet.

Please read the admissions policies available on the Leeds City Council website ([link at the top of this page](#)) for information on what admissions authorities are able to consider when making the decision about which school can be offered, for example, not all schools include a priority for medical needs. For those that do include this priority you will need to provide additional documentation in support of your application.

If you wish to provide further information please do so in the "Reason notes" box below.

Once you have completed this, click Next to proceed to the next stage.

Data Protection Act 1998

In accordance with the Data Protection Act 1998 we must inform you that by signing these forms you are giving your consent for Leeds City Council children's services to process the information detailed in this form for the purpose of school admission. This information may be shared not only with other areas within Leeds City Council such as social care. This sharing will be done only where it is necessary to provide you with a school place or where we are legally obliged to do so and is strictly in accordance with the Data Protection Act.

Declaration

By signing below I confirm that I consent to Leeds City Council processing the information detailed in this form.

Full name of parent or carer: _____

Signature of parent or carer: _____

Relationship to child: _____

By returning this form unsigned you are agreeing to Leeds City Council using the information detailed in this form for the purposes of offering you a place in a Leeds school. Please note that failure to give correct information may result in any place offered being withdrawn.