

# Applying for a place in Year R for September 2020

Parents/Guardians requiring a **Year R** place in the academic year 2020-21 must apply directly to Barton Farm Academy using this form.

Please note: You can **only** apply for **Barton Farm Academy** on this form.

## Application Process

The school will process applications outside the normal local authority process for co-ordinating school offers. **This means you will need to complete your local authority's common application for your other choices, in addition to a separate application for this school.**

Please submit your completed form as soon as possible to us either by email or send it to the Barton Farm Academy Admissions Team at the address on the form. **The closing date for applications is midnight on Wednesday 15 January 2020** (please refer to the frequently asked questions over the page to find out when your application will be processed).

Offers will be made, at the latest, on 16 April 2020 for all on-time applications. If we have not entered into a funding agreement with the Secretary of State opening the school by that date, any offers made will be conditional and will be confirmed once we have a signed funding agreement.

Further information about the application process is available online at [www.bartonfarmacademy.co.uk](http://www.bartonfarmacademy.co.uk)

Our prospectus is also available online. To request paper copies of this information please email Nicola Wells at [n.wells@winchester.ac.uk](mailto:n.wells@winchester.ac.uk)

We would like to warmly welcome you to our school and would encourage you to attend an open event.

**Please turn over for 'Frequently Asked Questions'**



## Frequently Asked Questions

### When will my child start school?

In Hampshire, most children start school in the September after their fourth birthday. However, parents can, if they wish, defer their child's admission until later in the school year (but not beyond the start of the term after they reach compulsory school age or beyond the start of the final term of the academic year). Children can also attend part-time until they reach compulsory school age.

Children with birthdays between:

- 1 September and 31 December 2015 (inclusive) reach compulsory school age on 31 December 2020, and must be in full time education at the start of the Spring term 2020;
- 1 January and 31 March 2016 (inclusive) reach compulsory school age on 31 March 2021, and must be in full time education at the start of the Summer term 2021;
- 1 April and 31 August 2016 (inclusive) reach compulsory school age on 31 August 2021, and must be in full time education at the start of the new school year in September 2021.

Parents of summer born children (those born between 1 April and 31 August) who are particularly concerned about their child's readiness for school can request to delay their child's entry to Year R for an entire school year until the following September. This is called decelerated admission. This is an important decision and a number of factors need to be considered. Guidance on decelerated admission for summer born children, including how to make a request, is available on our website [www.uwinat.ac.uk](http://www.uwinat.ac.uk) and on the County website at [www.hants.gov.uk/ad-summerborn](http://www.hants.gov.uk/ad-summerborn).

### What address should I use for my child?

You must use the child's permanent address at the time of application. The permanent address is the child's normal place of residence. A business address, workplace address, relative's address or childminder's address will not be accepted. Where parents are separated and the child lives at more than one address, you must use the address of the parent with whom the child spends most of their time. If a child lives at two addresses equally, the address of the parent/carer that claims Child Benefit will be considered as the child's main residence. You will be required to provide the school with evidence of your address once you have been offered a place.

### Moving house?

**If you move house before your application has been considered** you must contact Barton Farm Academy Admissions in writing with evidence of your new address. Exchange of contracts or a signed tenancy agreement usually of 12 months or more (the period of tenancy must extend beyond the date of the child's admission), along with evidence that you have relinquished your previous property, for example proof of sale or that the rental agreement has ended will be accepted as proof. You may subsequently be asked to demonstrate that the child is resident at the new address. Any place offered may be withdrawn if this evidence cannot be provided.

**If you are applying from overseas**, you may use a Hampshire address if you have one, subject to the same address evidence requirements as above. If you do not have a Hampshire address, you must use your current address. **You must also provide a copy of a parent's and the child's passports (and visas, if applicable) before we can offer a school place.**

### What will happen to my application?

The Academy will consider first all those applications received by the published deadline of midnight on Wednesday 15 January 2020. **Notifications to parents offering a Year R school place for Barton Farm Academy will be sent on 16 April 2020.**

### Late Applications

Applications made after midnight on 15 January 2020 will be considered after all on-time applications have been fully processed unless exceptional circumstances merit consideration alongside on-time applications.

*If you have any questions about your application, please contact email [nicola.wells@winchester.ac.uk](mailto:nicola.wells@winchester.ac.uk)*  
**Please note that we can only discuss the application with the person named on this form.**

# Application form for a Year R place at Barton Farm Academy starting in September 2020

Please read the attached notes and privacy notice before completing this form.

- The pupil's parent/guardian should fill in the form in **BLOCK CAPITALS**, using black or blue ink.
- Please return this form to: Nicola Wells, Barton Farm Admissions, The Faculty of Health & Social Care, The University of Winchester, Sparkford Road, Winchester, SO22 4NR or email to [Nicola.Wells@winchester.ac.uk](mailto:Nicola.Wells@winchester.ac.uk)

## Child's details

Child's surname: \_\_\_\_\_ Forenames: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Child's permanent address on application date (see note a) \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

## Parent/guardian details

Full name of adult completing form: \_\_\_\_\_

Adult's permanent address: (please complete if different to child's address)

\_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone numbers: home \_\_\_\_\_ mobile/other (daytime): \_\_\_\_\_

Email: \_\_\_\_\_

What is your relationship to the child named in the application? (Please tick relevant box).

Parent  Legal guardian  Step parent  Social worker

Other relative / family friend / carer  (please state) \_\_\_\_\_

Do you have parental responsibility for this child? YES/NO

Is either parent a member of the UK Armed forces? YES/NO

Are you making an application for more than one child? YES/NO

Note: you must complete a separate application form for each child.

I confirm that I have completed both sides of this form

Is Barton Farm Primary Academy your FIRST choice school? YES/NO

## Declaration

I certify that the information I have given is correct to the best of my knowledge and that it is the only application I have made on behalf of this child. I understand that any place offered may be withdrawn if I give false information, even if my child has started in the school. By signing below I also confirm that I have been provided with, read and understood the supporting privacy notice setting out how this information will now be processed, including confirming the lawful basis, any rights I have in regards this information and who to contact if I have any concerns regarding how my information is being handled.

Signature of parent/guardian: \_\_\_\_\_

Print name: \_\_\_\_\_

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

For School Use Only

Received by  
UWINAT

\_\_\_\_\_  
(please date)

Evidence  
checked for  
admissions  
criteria



UNIVERSITY OF  
**WINCHESTER**  
ACADEMY TRUST

Please tick all boxes relevant to your application. Please refer to the notes below the table.

	Barton Farm Academy
<b>Child in care or previously in care</b> (see note b)	<input type="checkbox"/>
<b>Medical or social need</b> (see note c)	<input type="checkbox"/>
<b>Child of staff</b> (see note d) <b>Name of parent employed by the school:</b>	<input type="checkbox"/>

**Notes:**

- (a) You must provide proof of your child's permanent address on the application deadline, even if you are planning to move after this date. The permanent address is the child's normal place of residence. A business address, workplace address, relative's address or childminder's address will not be accepted. Where parents are separated and the child lives at more than one address, you must use the address of the parent with whom the child spends most of their time. If a child lives at two addresses equally, the address of the parent/carer that claims Child Benefit will be considered as the child's main residence.
- (b) Child in the care of a local authority in accordance with section 22 of The Children Act 1989, or a child who was previously looked after but immediately after being looked after became subject to an Adoption, Child Arrangements, or Special Guardianship Order. An Adoption Order is an order under section 46 of the Adoption and Children Act 2002 or section 12 of the Adoption Act 1976. Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'Special Guardianship Order' as an order appointing one or more individuals to be a child's special guardian(s). **Parents of a previously looked-after child must attach relevant evidence to the application.**
- (c) If you would like your application considered under the medical or social need criterion, you must attach supporting evidence from a professional, such as a doctor and/or consultant for medical need or a social worker, health visitor, housing officer, the police or probation officer for social need. The supporting evidence must confirm the child or family's medical and/or social need and set out why that need makes it essential that your child attends the named school rather than any other. **If you do not provide evidence by the application deadline, your application cannot be considered under this criterion.**
- (d) 'Staff' includes all those on the payroll of the school. 'Children of staff' refers to situations where the staff member is the natural parent, the legal guardian or a resident step parent. Claims will be checked directly with the school.

