

SACRED HEART HIGH SCHOOL HAMMERSMITH
APPLICATION FOR ADMISSION OUTSIDE NORMAL AGE GROUP

Candidate's Surname	
Candidate's Forename(s)	

This form is not an application for admission. The Common Application Form/Application for Sixth Form are the applications for admission. This form should be completed and submitted to the Governing Body at the school as soon as possible, and preferably before the application for admission itself has been submitted.

Applications may be made for a number of reasons, for example where the candidate is considered to be gifted or talented and wants to be admitted to the year above, or where the candidate has experienced problems such as ill health or family issues and wants to be admitted to the year below. The candidate may have been educated outside normal age group at primary school and wants to continue her education without skipping or going back a year.

Determination of applications for admission outside normal age group is at the sole discretion of the Governing Body, and whilst there is a statutory right to appeal against the refusal of a place at a school for which they have applied, this right does not apply if the candidate is offered a place at the school but it is not in their preferred age group. However, a complaint may be submitted under the school's Complaints Policy.

The Governing Body will consider the circumstances of each case and make a decision in the best interests of the candidate. The Governing Body will take into account:

- The parents' views;
- The Headteacher's view;
- Information about the candidate's academic, social and emotional development;
- Where relevant, the candidate's medical history and the views of the candidate's medical professionals;
- Whether the candidate has previously been educated outside of their normal age group;
- Whether the candidate would have naturally have fallen into a lower age group were it not for having been born prematurely;
- The effect of the candidate ceasing to be of compulsory school age in a year group other than Year 11.

This is a non-exhaustive list, and there may be other factors that the Governing Body will consider. These factors should be taken into account when completing this form.

Please state the candidate's official name only, and use block capitals throughout.

TO BE COMPLETED BY APPLICANT/CANDIDATE

Candidate's Surname:				
Candidate's Forename(s):				
Candidate's Home Address:				
Candidate's Date of Birth:				
Candidate's normal year group:				
Year group into which admission is sought:				
Has the candidate previously been educated outside their normal age group?	Yes		No	
Reasons why it is in the best interests of the candidate to be admitted outside their normal age group:				
Please list any supporting documents attached:				

Signed _____ Date _____

Parent/Guardian/Candidate