

SECTION 14: SPECIAL CIRCUMSTANCES FORM

You may use this form to provide evidence if you wish your application to be considered under criterion 2 and/or 4:

Criterion 2 – Exceptional Medical or Social Needs

Please use this form to give details of any exceptional medical or social needs that mean admission to a particular school is essential. The School Admissions Code says that the admission authority **MUST NOT** consider giving a higher priority to an application if supporting evidence has not been provided so you **MUST** also provide supporting evidence from a suitably qualified professional, for example a consultant or social worker. The admission authority may contact professionals involved with your child for further information. Any information provided will be treated in strict confidence and will not prejudice any school application.

Criterion 4 – All Other Applications On Distance (Ease Of Access)

Ease of access will be considered when parents provide details of particular reasons that mean their child could reach their nearest school but will have a disproportionately long journey to another school if denied admission to their nearest school. Details must be provided on this form.

Complete the form and return to:

School Admissions,
Tameside Council Offices,
Shirley House,
5 Oldham Street,
Hyde SK14 1LJ

or return by email: [**schooladmissions@tameside.gov.uk**](mailto:schooladmissions@tameside.gov.uk)

by **18 January 2019**

A panel of Children's Services Officer's will meet to discuss and consider each individual case.

If the application is successful, a place will be allocated to the pupil at the chosen school.

If the application is unsuccessful, you will be notified in writing along with your allocation letter in March and your application will then be considered under the remaining schools criteria.

If no information/evidence is received to support your application, the application will not be considered by the panel.

There is no right of appeal against the Category 2 Panel's decision. However, you will be able to appeal the allocation decision in March if you are not happy with the school allocated to your child.

Section A: CHILD'S DETAILS

First name:	Surname:
Date of birth:	Boy <input type="checkbox"/> Girl <input type="checkbox"/>
Address (this must be the child's permanent place of residence):	
	Postcode:

Section B: PARENT / CARER'S DETAILS

First name:	Surname:
Relationship to child:	
Address:	
	Postcode:
Home telephone number:	Mobile number:

Section C: REQUESTED SCHOOL

School name:	
Do you already have another child already attending the requested school?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If 'YES' please provide their details:	
First Name:	Surname: Date of birth:

Section D: EXCEPTIONAL MEDICAL / SOCIAL CIRCUMSTANCES

Provide your reasons for requesting this school. Include details of your exceptional circumstances. Attach supporting evidence. Please note supporting evidence must be less than 3 months old and no appointment cards or appointment letters can be accepted as evidence for a medical condition.

Continue on separate sheets as necessary and label all documents with your child's name

Section E: EASE OF ACCESS

Provide details of particular reasons that mean your child could reach their nearest school but will have a disproportionately long journey to another school if denied admission to their nearest school.

Continue on separate sheets as necessary and label all documents with your child's name

Section F: PARENT / CARER DECLARATION

I certify that I have parental responsibility for the child named in Section A and that all persons with parental responsibility have agreed to this. I confirm that the information given on this form is true to the best of my knowledge and belief. I understand that giving false or deliberately misleading information may result in the withdrawal of the offer of a school place.

Signature of parent: **Date:**

OFFICE USE ONLY:	Evidence attached: Yes/No	Approved/Declined
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