

# **Guru Nanak Sikh VA Primary School**

## **Guidance for Parents/Legal Guardians/Carers**



# **Casual Admission Application Form From September 2010**

Casual Admission applies to those children who wish to apply for a place from Reception class to Year 6 outside the main intake to the Primary school in the Autumn Term. It is normally expected that when children enter their reception year, they will continue at their school "throughout their primary years". However, there will be limited circumstances when a parent/guardian/carer considers a change of school. Continuity of education is important for a child and so a change of placement should always be considered carefully and not hastily undertaken. Often casual admissions occur due to families moving to a new address but the year group that your child needs may be full and therefore we may not have places available when you move house or decide to transfer your child from one school to another. Unfortunately, we cannot hold places back for parents who may move in to the area or transfer their child from one school to another. We apply the same admission policy for casual admissions as for the normal admission round.

If you require a translation of this document into Punjabi and other languages, please contact the Primary School Office on 0208 561 6318.



# Guru Nanak Sikh Primary V.A. School

Founder: **Sant Baba Amar Singh Ji.**  
Headteacher: Mr R.S.Sandhu  
Springfield Road,  
Hayes, Middlesex, UB4 OLT (U.K)  
Tel: 0208 561 6318 Fax: 020 8573 6165



## CASUAL ADMISSION Application Form Reception class to Year 6

Before filling in this form, please read the School Admissions Guidance  
for Parents/Legal Guardians/Carers

There are 2 parts to the Application Form

- i. Casual Application Form**  
**Please return the completed form with a copy of your child's Birth Certificate to verify the date of birth:**  
  
Guru Nanak Sikh Primary VA School  
Springfield Road,  
Hayes, Middlesex.  
UB4 OLT
  
- ii. Religious Questionnaire**  
**Please return the completed Religious Questionnaire by Recorded Delivery (preferably one that guarantees delivery to):**

**Nanaksar That Isher Darbar  
1 Mander Street  
Wolverhampton  
WV3 0JU**

Please ensure both forms are completed and returned as indicated above.

## **Section 1: Child's Details**

Use block capitals and black ink throughout

### **Child's Full Name**

Family Name	First Name	Middle Name
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### **Date of Birth**

Day	Month	Year	Male/Female
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### **Address**

Address	Postcode
	Home Telephone No.

### **Parent /Guardian / Carer Details (please delete that is not relevant)**

Father Surname	First Name
Mobile Number	Email:
Mother Surname	First Name
Mobile Number	Email:

### **Your address if different from child's address**

Address	Postcode
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### **Siblings already attending Guru Nanak Sikh Primary VA School**

<b>Name of Brother/Sister</b>	<b>Date of Birth</b>	<b>Year Group</b>

### **Other relevant information**

If the child is in public care/looked after by the local authority please state the authority below and name of social worker (this does not include childcare agreements).

Name of Authority	Name of Social Worker
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Does your child have a Statement of Special Education Needs  
naming Guru Nanak Sikh Primary VA School

Yes / No

## **Section 2: Evidence of Faith**

Additional information required by Faith Schools

As Guru Nanak Sikh School is a faith (Sikh) school you are required to complete the additional Religious Questionnaire. This form should be completed and returned by *recorded delivery/ special delivery/ or other secure means, retaining proof of post, to:*

**Nanaksar That Isher Darbar  
1 Mander Street  
Wolverhampton  
WV3 0JU**

**The Religious Questionnaire should not be  
returned to the School**

### **DECLARATION BY PARENT/GUARDIAN/CARER DETAILS**

I declare that the information given above is correct and I understand that any false information given by me to the governors could give rise to the withdrawal of the offer of a school place even after my child has commenced studies at the school.

I hereby give consent to the governors to make such enquiries as they think fit to verify the information given in the application form.

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_  
Please print full name: \_\_\_\_\_

**You must return this form to the Clerk to the Admissions,  
Guru Nanak Sikh Primary VA School,  
Springfield Road, Hayes, Middlesex. UB4 0LT**

Voluntary Aided Schools are run by either the churches – Catholic or Church of England – or in the case of Guru Nanak Sikh School - by the Nanaksar Trust – all are supported by the Local Authority

### **IMPORTANT NOTE**

**GURU NANAK SIKH PRIMARY VA SCHOOL DOES NOT ACCEPT DONATIONS  
REGARDING THE APPLICATION OF SCHOOL PLACES**