

For "in year" transitions

In-year admission is the process of applying for a school place during the school year. Any application for the intake made after the start of the autumn term will be treated as an in-year application.

The in-year admission process is managed by the school. Parents are required to complete the in-year application form, which is available below. Where a place cannot be secured, parents will be offered a legal right to appeal to an independent appeal panel. Lancashire County Council administers the appeals process on behalf of the school. Parents can complete the school's appeal form [Appeal for a school place - Lancashire County Council](#) on **Lancashire county council's website**.

For enquiries, please contact **The Headteacher Miss Kate Hampson**, at **Halsall St Cuthbert's CE Aided Primary School** on **01704 840253** or via email at **head@halsall.lancs.sch.uk**.

***Please complete the information form on the following page...**

HALSALL ST. CUTHBERT'S C.E. AIDED PRIMARY SCHOOL APPLICATION FORM

Child's Full Name Address Postcode Home Telephone No.	
Date of Birth	
Nationality	
Full Name of Parents/Guardians	
Mother's Mobile Telephone Email Mother's Work Address Postcode	
Father's Mobile Telephone Email Father's Work Address Postcode	
Other Emergency Contacts Address Postcode Telephone Number	
Other Emergency Contacts Address Postcode Telephone Number	
Previous School Address Telephone Number	