

If you require assistance in completing this form or a digital copy, please contact our admissions team on: admissions@ldeutc.co.uk

Year 9 Application Form for September 2019 Entry

This application form allows you to transfer from a secondary school in order to attend the The **London Design and Engineering University Technical College** (LDE UTC) for a September 2019 start.

An adult who has the legal parental responsibility for the child applying must complete this form.

Closing date for 'On Time' applications:

The deadline for receipt of your posted Year 9 paper application – **14th December 2018**.

Please remember to allow for delivery when sending by post. Unfortunately we cannot accept any proof of postage from the Post Office or other deliver agencies because their receipts cannot verify what was posted. If you want a receipt, we strongly recommend you apply online, as you will receive an email to acknowledge that your application has been received.

Forms received after the above dates will be processed as 'Late' applications. Late applications will be considered after those received on time. If, following consideration of all applications, the school is oversubscribed; parents may request that their child is placed on the school's waiting list.

Postal applications:

Please complete your downloaded form in black ink and use **BLOCK CAPITALS**. If you have a query about completing this form, please contact our admissions team on admissions@ldeutc.co.uk

Child's details					
Child's first name		Middle name(s)		Surname / last name	
Child's full date of birth					
Gender	Female		Male		
Child's current home address					
	This must be the address where the child normally lives - see section 4 of this form for the definition of what proof will be accepted.				
Full postcode					
Child's contact number		Child's email address			
Has the child lived in the UK and EU for the last 3 years	Yes		No		
Does this child have an Educational Health Care Plan?	Yes		No		

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Parent/carer details							
Title	Mr		Mrs		Ms		Other
First name(s)					Surname / last name		
Your relationship to child							
If you are not the child's mother or father are you their legal guardian?					Yes		No
Address (if different from child's address given)							
Full postcode				Date moved to this address			
Daytime number				Mobile number			
Email address							
Are you currently serving in the UK Armed Forces?					Yes		No

Looked after children							
A. Is the child looked after or previously looked after by a local authority?					Yes		No
Name of social worker and borough							
Date the current care order started	Day		Month		Year		
B. Was the child in public care, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order?)					Yes		No
If YES - when was this child last in public care?	Day		Month		Year		
If answered yes to A, please attach a letter from the social worker, this letter should provide details of the child's care and their reasons to support your application.							

Is this child in receipt of pupil premium?	Yes		No	
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Is this child in receipt of free school meals?	Yes		No	
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Does this child have a sibling at LDE UTC?	Yes		No	
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Does this child have a parent/carer who works at LDE UTC?	Yes		No	
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Declaration and signature of parent/carer	
<ul style="list-style-type: none"> I/we wish to apply for a year 9 place at London Design and Engineering UTC for September 2019. 	
<ul style="list-style-type: none"> I/we certify that I/we have legal parental responsibility for the child named above and that the information given is true to the best of my/our knowledge and belief. 	
<ul style="list-style-type: none"> I/we understand that any place offered may be withdrawn if fraudulent or deliberately misleading information is submitted as part of this application. 	
<ul style="list-style-type: none"> I/we give my/our permission for the information provided in this application form to be securely held, processed and shared for admissions purposes, in accordance with Education Regulations and the requirement of the Data Protection Act 1998. 	

Parent/carer					
Parent's/carer's name (Please print)		Relationship to child			
Parent's/carer's signature					
Date	Day		Month		Year

Documents - proof of address and date of birth
<p>Please provide a copy of one of the following with this application: The addressee must be one of the child's legal guardian's who have been entered on this form. Please include the child's name and date of birth on any proof of address.</p> <ul style="list-style-type: none"> Current Council Tax bill - OR Current Housing Benefit entitlement letter - OR Tenancy Agreement for council or Housing Association accommodation - OR Tenancy Agreement for a Newham Licensed Landlord - OR Letter from the National Asylum Support Service (NASS) or a social services asylum team informing you of the address of the accommodation being provided for you and your family. <p>PLUS a recent utility bill, within the last 3 months.</p> <p>PLUS You will also need to provide a copy of a UK Birth Certificate for this child OR their Passport OR their Asylum Seeker Documentation to verify their age.</p> <p>If you do not include the necessary proof it may delay the processing of your form and may effect the allocation process for your child. If you change your address after completing this form the school will expect you to supply proof that you lived at the address you have entered on this form on the date you signed it and supply proof of your new address.</p>

List of documents supporting application
<p>Please list the documents you have included with this application. Check that you have included your child's name and date of birth on each supporting document.</p>

Please return completed forms to:
London Design & Engineering UTC. Docklands Campus, 15 University Way, London. E16 2RD