

MAKING A CHANGE TO AN EXISTING APPLICATION

This is **NOT** an application form; it is to request a change to an existing application only.

Childs Details:	
Childs Forename:	
Middle Name:	
Surname:	
Date of Birth:	
Gender: (male/female)	
Current school (if applicable):	
Address Details:	
Original Application Address:	
Postcode:	
New Address (if moving or recently moved):	
Postcode:	
Please provide proof of your change of address – Which address to use when applying for a school place North Yorkshire Council	
Date of move to new property:	
Existing Preference Schools:	
1) First Preference:	
2) Second Preference:	
3) Third Preference:	
4) Fourth Preference:	
5) Fifth Preference:	
New Preference Schools:	
1) First Preference:	
2) Second Preference:	
3) Third Preference:	
4) Fourth Preference:	
5) Fifth Preference:	

Childs Details:	
Please provide the reasons why you want to change your original application:	
Parent / Guardian Details:	
This form must be completed by the parent / carer who submitted the original application	
Title:	
Forename:	
Surname:	
Relationship to the Child:	
Address (if different from child's):	
Postcode:	
Home telephone number:	
Mobile number:	
Email address:	
Declaration and Signature:	
By submitting this form:	
<ul style="list-style-type: none"> • I confirm that I have read the information for parents before completing this application www.northyorks.gov.uk/education-and-learning/school-admissions • I confirm that I have parental responsibility for the above child or where there is joint responsibility this application has been discussed with everyone who also has parental responsibility. • I confirm that all parties with parental responsibility agree with the submission of this application. • I confirm that checks can be made by the Local Authority if necessary to verify the information I have provided. • I confirm that all details provided are correct to the best of my knowledge. • I understand that transport to a preferred school, which is neither the catchment, nor the nearest school, will be my responsibility for the duration of my child's time at school. • I understand that the Local Authority reserves the right to withdraw a school place that has been obtained by providing incorrect or misleading information. 	
Signature:	
<i>(if sending this form by email, please type your name in the box – this will act as your digital signature)</i>	
Date:	
<p>General Data Protection Regulation (GDPR) and the Data Protection Act 2018 – The data collected on this form will be held on file for six years. North Yorkshire Council may make enquiries about the validity of the information provided from other central and / or local government bodies. For more information on why we collect your data, the legal basis we rely on for processing your data and who we share it with, refer to the Council's Privacy Notice: www.northyorks.gov.uk/privacy-notices</p>	

Please email this form to: schooladmissions@northyorks.gov.uk

Or return by post to: Admissions, Transport Eligibility & Free School Meals, North Yorkshire Council, Document Management Centre, County Hall, Racecourse Lane, Northallerton, DL7 8AE