

WATFORD GRAMMAR SCHOOL FOR GIRLS

Lady's Close, Watford, Hertfordshire WD18 0AE



SECONDARY TRANSFER 2019

SCHOOL INFORMATION FORM

If you are seeking a place for your child at Watford Grammar School for Girls in September 2019 **you must complete this School Information Form (the SIF)**. The SIF must be returned directly to the school by **WEDNESDAY 31st OCTOBER 2018** at the latest.

In addition you must **go online** and complete the Common Application Form (CAF) for the Local Education Authority in which you live. This is the same form that you completed when you applied for your daughter's primary school place. If you reside in Herts it will be Hertfordshire County Council.

Failure to complete *both* forms and return them by the deadline may result in the application being given a lower priority or not being considered.

This applies to all parents, including those who already have children at this school

Please complete this form in full and return it to The Admissions Officer, Watford Grammar School for Girls, Lady's Close, Watford, Herts, WD18 0AE in an envelope marked **ADMISSIONS** by **WEDNESDAY 31st OCTOBER 2018**.

If you are posting the form you will need a **large letter stamp**. Royal Mail will retain items with insufficient postage and the School will not pay for undeliverable items. **If you are delivering your School Information Form in person to the School, there is a secure drop box for your use on the School gates. Please consider your application as safely received, as the drop box is emptied on a regular basis.** You do not need to come to the School reception.

If you wish to receive an acknowledgement of receipt of your School Information Form, please include a stamped addressed envelope. Unless you enclose a stamped addressed envelope, we are not able to confirm receipt.

The information provided on this form is subject to the Data Protection Act 1998. The information provided is for use by the school and the Local Education Authority. It will also be disclosed to the Governing Body.

If you do not wish this information to be disclosed to the Governing Body you should notify the school in writing. Information gathered on this form will be held on computer records. Maintenance of the records and the information contained therein will be subject to the provision of the Data Protection Act 1998.



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Go forward with preparation

I can do it and I will do it

Registered in England & Wales. Company No: 07348254
Registered name & address:
Watford Grammar School for Girls
Lady's Close, Watford WD18 0AE



WATFORD GRAMMAR SCHOOL FOR GIRLS
SCHOOL INFORMATION FORM (SIF) 2019



The applicant's permanent home address *at the date of application* is very important in deciding whether or not a place can be offered if the school is over-subscribed. The school reserves the right to reject an application and/or withdraw an offer of a place if false information is given. Your attention is drawn to the declaration at the end of this form.

PLEASE ANSWER ALL QUESTIONS AS FULLY AS POSSIBLE

Before completing this form you should read the **Admission Criteria** and **Notes**

Applicant's SURNAME:		
Applicant's FIRST NAME(S):		
Applicant's DATE OF BIRTH:		
Applicant's USUAL HOME ADDRESS:		
DATE FAMILY MOVED TO THIS ADDRESS:		
IS THIS PROPERTY OWNED OR RENTED: <i>(Please tick the option that applies)</i>	OWNED <input type="checkbox"/>	RENTED <input type="checkbox"/>
IF YOU HAVE TICKED THE BOX FOR "RENTED":	DATE OF COMMENCEMENT:	TERM OF RENTAL AGREEMENT:

Please list all other properties owned in the last 5 years (since and including 2013) and/or any other relevant properties (e.g. this might include a property where the applicant spends her weekends etc.)	Do you still own this property? <i>Please circle as applicable</i>
	YES / NO
	YES / NO
	YES / NO

Name of Parent/Carer:	
Contact Telephone Number(s):	
Email address: <i>(please write <u>VERY</u> clearly)</i>	

PLEASE ANSWER ALL QUESTIONS

1.	Does the applicant have an EHC Plan (or Statement of Special Educational Needs) that names the school?	YES / NO
2.	Is this applicant a Child Looked After, or a Child Previously Looked After? (That is: in the care of a Local Authority (LA), or previously in LA care but now adopted, or subject to a Child Arrangement Order or Special Guardianship Order)	YES / NO
3.	Is this applicant the child of a parent who is a permanent member of the staff of Watford Grammar School for Girls? If YES - please give the name of the member of staff 	YES / NO
4.	Does the applicant have a sister currently attending this school? If YES , please give the name and form of her sister: <i>Please enclose copies of the FULL birth certificates for both daughters. FULL birth certificates include parent names.</i>	YES / NO
5.	Does the applicant currently have a brother who attends Watford Grammar School for Boys (WBGS) (not applicable to entry at Sixth Form in Year 12/13) If YES , please give the name and form of her brother <i>Please enclose copies of the FULL birth certificates for both son and daughter. FULL birth certificates include parent names.</i>	YES / NO
6.	Did your daughter take the SW Herts Consortium Music Test? If YES was she successful in advancing to the second round audition stage of the test?	YES / NO YES / NO
7.	Did your daughter take the SW Herts Consortium Academic tests? Insert Reference: SWHSC_TESTS/2018	YES / NO

I/We declare and confirm that:

- To the best of my knowledge and belief, all of the information given above is correct, and I understand that if any information proves false, the school may reject this application and/or withdraw an offer of a place.
- I undertake to notify the school office at once if any information provided should change, **including and particularly address changes**, before an offer of a place is made.
- I have also completed and submitted a Local Education Authority Secondary Transfer Form (STF) or Common Application Form (CAF).

Signed: **Date:**

Full Name:
Parent/Carer (please delete as appropriate)