

# Form SA3

## Transfer to secondary school - September 2025



Please read the **“Transfer to secondary school in Cumberland - September 2025”** booklet **carefully** before you complete this form. The booklet is available in schools and on the county council website at [www.cumberland.gov.uk](http://www.cumberland.gov.uk). Please return your completed form to your child’s current school by **31 October 2024**.

### Personal information – child’s details

Child’s first name	_____								
Child’s surname	_____								
Date of birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Gender (male/female)	_____
Home address	_____								
	_____								
	Postcode _____								
Current school	_____								
	_____								

### Parent/carer details

Full name of parent/carer	_____	Title (Mr/Mrs/Ms/Miss etc)	_____
Relationship to child	_____		
Contact tel number	_____		
Contact email address	_____		
I give consent for all correspondence to be sent to this email address    Yes <input type="checkbox"/> No <input type="checkbox"/>			
<i>(Please note if you are applying using a paper form you will receive your offer of a school place by post and not by email)</i>			
<i>If you are caring for someone else’s child for more than 28 days and you are not an immediate relative, you may be private fostering and it is a legal requirement that you contact the local authority on 0300 013 2065. Further information is available at <a href="http://www.cumberland.gov.uk">www.cumberland.gov.uk</a>.</i>			

### Your preferred schools

Name of school (in order of preference)	Will your child have a brother or sister at this school in Sept 2025?	Brother/sister’s name	Brother/sister’s date of birth
1.	<input type="checkbox"/>		
2.	<input type="checkbox"/>		
3.	<input type="checkbox"/>		

<b>To be completed by your current school:</b> Date received in school: <i>(Please verify with stamp)</i>	<b>For School Admissions use only</b> Date received:
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Catchment	Siblings	C/V/C Category	Documentary evidence
_____	_____	_____	_____

Are you applying for any of your schools on the basis of faith? Yes  No

If yes, which faith? \_\_\_\_\_

*Please check to see if you need to complete a supplementary form or send any supporting information to your preferred schools. This information can be found on the individual schools website.*

Does your child have an Education, Health and Care Plan (EHCP)? Yes  No

Is your child currently undergoing a statutory assessment of special educational need? Yes  No

Do you have any other children attending any of your preferred schools who have an EHCP which names that school? Yes  No

Is your child in the care of a Local Authority? Yes  No

If yes, which Local Authority? \_\_\_\_\_

Was your child previously cared for or cared for by a Local Authority? Yes  No

If yes, please refer to the *“Transfer to secondary school in Cumberland - September 2025”* booklet for further information.

If you have attached any evidence, please tick this box

**Community and voluntary controlled schools only:**

Do you have any other children attending any of your preferred schools who were directed to that school by the Local Authority. (please see criterion 3 the Local Authority Admissions Policy for further information) Yes  No

**Other reasons for your preferences**

If you wish to give any other reasons for your preferences, please attach a separate sheet. If you have attached any additional information, please tick this box

**Parental declaration**

I confirm that I have parental responsibility for this child and the information given is correct. I understand that if I have given false information, any school place offered may be withdrawn. I also agree to whatever checks may be carried out to verify accuracy. I have read the *“Transfer to secondary school in Cumberland - September 2025”* booklet provided by Cumberland Council before completing this form.

Full name of parent/carer signing the form (please print)	
Signed	
Date	
Correspondence address if different from child’s address ( <i>this address will not be used in the allocation process</i> )	

**Remember to submit your form by 31 October 2024 – if your form is late, it may affect your chances of being allocated a place at one of your preferred schools**

Information about School Admissions can be found on Cumberland Council’s website at: [www.cumberland.gov.uk](http://www.cumberland.gov.uk) or by contacting [school.admissions@cumberland.gov.uk](mailto:school.admissions@cumberland.gov.uk) or 01228 221582  
 School Admissions and Appeals Team, Cumberland Council, PO Box 415, Carlisle, CA1 9GU