

ADMISSION TO SECONDARY SCHOOL – SEPTEMBER 2017

**WAITING LIST REQUEST**

**IMPORTANT:**  
**Please ensure you have read the ‘Next Steps for parents/carers’ information leaflet before completing and submitting this form.**

Please complete this form in BLOCK CAPITALS

<b>Child’s Name</b>		<b>(Boy/Girl)</b> please delete
<b>Child’s Date of Birth</b>	<b>PID Number</b> as shown on your offer letter	
<b>Home Address</b>	<b>Post Code:</b>	
<b>Parent/Carer Name(s)</b>	<b>Title: Mr / Mrs / Miss / Ms / other</b> _____ please delete	
<b>Telephone Number</b>		
<b>Email address</b>		
<b>School Offered</b>		

Please add my child to the waiting list for a place at the following school(s).

<b>Request 1</b>	
<b>Request 2</b>	
<b>Request 3</b>	
<b>Request 4</b>	

<b>Signed</b>		<b>Date</b>
<b>Name</b> (please print)		

**Once completed please return this form within 20 school days of the date of the offer letter to  
Student Services-Admissions Team  
Medway Council, Gun Wharf, Dock Road, Chatham, ME4 4TR**