

**ADMISSION TO SECONDARY SCHOOL**

# SEPTEMBER 2023 ENTRY

## ACCEPTANCE / REFUSAL OF A SCHOOL PLACE

IMPORTANT:

Please read the information at [www.medway.gov.uk/secondaryadmissions](http://www.medway.gov.uk/secondaryadmissions) before submitting this form.

Your completed acceptance/refusal form and proof of address (e.g. council tax bill) must be returned to the school you were offered within 10 school days of your offer.

Please return your form and proof of address to the school offered by email/post. School contact details can be found on the school’s website or page 10 of the Next Steps Guide.

|  |  |
| --- | --- |
| School Offered |  |
| Child ID |  |
| Child’s Name |  |
| Gender |  |
| Date of Birth |  |
| Home Address |  |
| Parent/CarerName |  |
| Telephone No. |  |
| Email address |  |
| Current School |  |

Please tick the appropriate box:

|  |  |
| --- | --- |
|  | ACCEPTANCE - I formally accept the place offered at your school for my child |
|  | REFUSAL \* - I formally refuse the place offered at your school for my child |

\*I have read and understand the consequences of refusing my offer as explained in ‘Next Steps Guide’ found at [www.medway.gov.uk/secondaryadmissions](http://www.medway.gov.uk/secondaryadmissions) .

|  |  |
| --- | --- |
| Signed |  |
| Name  |  |
| Date |  |