

**BISHOP WORDSWORTH'S GRAMMAR SCHOOL FOR BOYS  
APPLICATION FORM FOR ENTRY INTO YEARS 7-11 FOR BOYS ALREADY AT  
SECONDARY SCHOOL**

This form requests supplementary information required to administer the Governors' Admissions Policy and should be completed and returned to, the Admissions Registrar at Bishop Wordsworth's School, Exeter St, Salisbury SP1 2ED. Any queries – please email [admissions@bws.wilts.sch.uk](mailto:admissions@bws.wilts.sch.uk)

*Parent(s)' includes guardian(s) or any person who has parental responsibility for the boy or who has care of him.*

<b>School Year Entry.</b>		
Surname:	Forename:	Date of Birth:
Permanent Home Address:		
Post Code:	Home Tel:	
Is this the address where your son is registered with his GP? Yes/No		
If different from above, please EITHER provide the address where your son is registered with his GP (please note that documentary evidence less than six months' old may be required)		
.....		
OR please state which parent is the Child Benefit recipient for your son?		Mother/Father

<b>Parent's Information</b>
Parent's Title (eg Mr/Mrs/Ms) and Name(s):
Parent's Address (if different from son's):
Contact daytime tel no for a parent the child resides with:
Contact email address for a parent the child resides with:

Are there any special circumstances regarding your son's application which you feel may affect your son's performance in the test (eg. specific learning difficulty)? If yes, please complete the Special Access form.	YES/NO
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Does your son have an EHCP (Education Health and Care Plan)? <i>(NB this does not include SEND support)</i>	YES/NO
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<b>For Office use only:</b>	Priority:	Checked:
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**PRIORITY FOR ADMISSION**

Please answer the questions below giving accurate information. The answers you give will help us to establish your son's priority for admission. The criteria which will be taken into consideration if the school is oversubscribed, are listed in the Information Leaflet. Please note that passing the selection procedure does **not guarantee** a place.

1	Is the child in Public Care eg fostered, in a residential home etc? Was the child previously 'looked after' but immediately after being 'looked after' became subject to an adoption, residence or special guardianship order?	YES / NO YES / NO
2	Does your child meet the eligibility criteria for free school meals at his current school or qualify for the Pupil Premium Grant? If yes, please supply documentary evidence of the appropriate support payment entitling your son to free school meals or the PPG eg Income Support (IS) or Income Based Jobseekers Allowance (IBJSA). Please note that verification checks may be made.	YES/NO
3	Does your son have an older brother (including foster, step or half-brother or the child of the parent/carer's partner) who lives at the same home address and will still be attending BWS in the academic year? Brother's Name .....	YES / NO
4	Bishop Wordsworth's School is a Church of England School. Is this application being made on the grounds of BWS being a Church School? If yes, please now answer a or b below. (Please note that verification checks will be made)  <b>a. For parents who are practising members of the Church of England</b> , please ask your minister or relevant church leader to complete this section and provide the church stamp:  Has he attended church regularly, on average at least twice per month, over the previous 24 months? YES/NO  If attendance has been less regular than an average of twice per month, has he attended another church over the previous 24 months? YES/NO If so, please provide the name and address of the church:  ..... I confirm that this child is known to me as a practising member of the Church of England. YES/NO  Name, address and stamp of your church: .....  Signature: ..... Status: ..... Pls print your name: .....  Contact tel no: ..... Contact email address: .....  <b>b. For parents who are practising members of other Churches</b> , please ask your minister/religious leader to complete this section and provide the church stamp:  Is your Church a member of a member of Churches Together in Britain and Ireland ( <a href="http://www.ctbi.org.uk">www.ctbi.org.uk</a> ) or the Evangelical Alliance ( <a href="http://www.eauk.org">www.eauk.org</a> )? YES/NO  Please provide name, address and stamp of Church: .....  Has he attended church regularly, on average at least twice per month, over the previous 24 months? YES/NO  If attendance has been less regular than an average of twice per month, has he attended another church over the previous 24 months? YES/NO  If so, please provide the name, address and stamp of the Church: .....  I confirm that this child is known to me as a practising member of the ..... Church and I confirm that I am an authorised leader of this Church YES/NO  Signature: ..... Status: ..... Pls print your name: .....  Contact tel no: ..... Contact email address: .....	YES / NO
4	Does the boy named overleaf live at the same residence of at least one parent or step parent who is a contracted member of staff at Bishop Wordsworth's School and has been for two or more years on the date of the 11+ test? YES/NO Name of Employee: .....	
5	Does the boy named overleaf qualify for the Service Premium? YES/NO If so, please provide evidence that a parent is or has been a member of the armed forces in any of the four years prior to the date of the 11+ test, or evidence that the boy is in receipt of an MOD child pension.	

**Have you read a copy of Information Leaflet Number 4?** YES/NO

**Have you read and do you agree with the conditions of the privacy notice on Page 3 (if not we are not allowed to consider this application)** YES/NO

To the best of my knowledge, the information I have given is correct and I will advise the School in writing of any changes of information to this form. I understand that providing incorrect or misleading information could lead to the withdrawal of the offer of a place

**SIGNED :** ..... **DATE:** .....

**PRINT NAME:** ..... **RELATIONSHIP TO CHILD:** .....

**PRIVACY NOTICE**  
**APPLICATION FOR BOYS APPLYING FOR BISHOP WORDSWORTH'S SCHOOL**  
**TO JOIN YEARS 7 to 11 WHO ARE ALREADY AT SECONDARY SCHOOL**

1. **The Law.** Bishop Wordsworth's School (the School) is required by the Data Protection Act as clarified by the General Data Protection Regulations to inform parents how information ('data') that they supply on the registration form or by any other means is used and processed.
2. **Definition of Parent.** 'Parent(s)' includes guardian(s) or any person who has parental responsibility for the boy or who has care of him.
3. **Consent and Consent Withdrawal.** Submission of the application form by a parent will be taken as consent for the storage and processing of the information. This consent may be withdrawn (by notifying the Admissions Registrar) but, if it is, we are unlikely to be able to complete registration which will jeopardise a boy's chance of admission.
4. **Legal Basis of & Purpose for Processing.** All registration data is collected, and processed as necessary, in order that the School may comply with the Department of Education School Admissions' Code when considering the admission of boys into the School. The data collected includes information used to determine a boy's priority for a place when there are more eligible applicants than places (see the Admissions Policy and in particular Annex E) and also includes details of any Special Educational Needs (SEN), Medical conditions or personal difficulties in order that the School can determine whether a boy qualifies for exam concessions.
5. **Data Retention.** Unless otherwise noted in this statement, registration information will be retained for 24 months in case it is required for an admissions appeal. If required to be retained for statistical purposes it will be anonymised (ie all personal details removed that could identify individuals).
6. **Data Sharing - Legitimate Interests.** Registration information will be shared with other data processors, test providers and admission authorities in order to safeguard the integrity of the testing process and the tests themselves. Any data processor, test provider or admission authority that we, as the data controller, share data with for this purpose will be required by us to comply with all of the requirements of GDPR.
7. **Right to Access, Rectify or Erase.** Parents have the right to access, rectify or erase any of the personal data held.
8. **Identities.** The Data Controller is Bishop Wordsworth's School and the Data Protection Officer is the School's Bursar.
9. **Complaints.** Parents may complain about the School's use of data to the Data Protection Officer and, if not satisfied then to the Information Commissioner's Office at: [ico.org.uk/concerns](http://ico.org.uk/concerns).