

Previously looked-after child application form

A previously looked-after child is a child who, immediately after being looked-after, became subject to adoption, a child arrangement order or a special guardianship order and includes those who been in state care outside of England¹ and ceased to be so because of being adopted.

Please complete this form if you are requesting priority admissions for a previously looked after child. Please do not complete this form if the child is currently looked after by a local authority – the social worker should instead complete the local authority application form.

Applications to start Reception or Year 7 in September 2027: Where possible, proof of previously looked-after child status should be provided before the following deadlines for the local authority forms. This is so that we can confirm to the parent / carer whether the application meets the criterion, or not, before the local authority cut-off date for changes. Applications submitted beyond the deadline will still be considered, and priority applied if they meet the criterion.

- Year 7 – 31 October 2026
- Reception – 15 January 2027

In-year applications can be submitted at any time.

1. Child's first name / s:	
2. Child's surname:	
3. Child's date of birth e.g. 31/01/2016:	
4. Child's address:	
5. Postcode:	

6. Parent's / carer's full name	
7. Parent's / carer's e-mail address	
8. Parent's / carer's contact number	

9. Which Dixons academy / ies are you applying for?

10. Which local authority (or country if you child was adopted from care outside of England) cared for the child immediately before the order was made?	
LA / country:	
11. Which court order do you hold for the child?	

¹ A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Adoption order		Child arrangement order		Special guardianship order	
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Continued overleaf - Please turn over

Please supply a copy of the order with this form. This information will be shared with the local authority who allocate places at the Academy.

Please return this form either by:

E-mail: admissions@dixonsta.com

Post: Admissions & Appeals, Lewis Building, c/o Dixons City Academy, Ripley Street, Bradford, BD5 7RR

If you are posting the form, we strongly recommend using the 'Signed For'* service at the Post Office to ensure delivery, as we cannot be held responsible for forms that are lost or delayed. By using the 'Signed For' service, you can check if your form has been received by entering the reference or tracking number at the webpage address: www.royalmail.com/track-your-item

