

**NOTIFICATION OF LEAVING**

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| --- | --- | --- | --- | --- | --- |
| **DATE OF NOTICE** | |  | | | |
| **NAME OF CHILD** | |  | | | |
| **ADDRESS OF CHILD** | |  | | | |
| **DATE STARTED AT BROADHEATH PRIMARY SCHOOL** | |  | | | |
| **DATE LEAVING BROADHEATH PRIMARY SCHOOL** | |  | | | |
| **IS THIS A WAITING LIST APPOINTMENT?** | | **YES** |  | **NO** |  |
| **WERE BPS MADE AWARE THAT YOUR CHILD WAS ON A WAITING LIST FOR ANOTHER SCHOOL WHEN YOU STARTED HERE?** | | **YES** |  | **NO** |  |
| **REASON FOR LEAVING** | |  | | | |
| **START DATE AT NEW SCHOOL** | |  | | | |
| **NAME OF NEW SCHOOL** | |  | | | |
| **ADDRESS OF NEW SCHOOL** | |  | | | |
| **PLEASE ADD ANY COMMENTS THAT YOU FEEL APPROPRIATE IN REFERENCE TO BROADHEATH PRIMARY SCHOOL:** | |  | | | |
| **OFFICE USE ONLY** | | | | | |
| **Start date confirmed with new school** |  | | | | |
| **CTF Uploaded** |  | | | | |
| **SEN/Safeguarding Details Transferred** (if applicable) |  | | | | |