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**People Directorate for Early Start, Prevention & Sufficiency Service ~ Education Welfare**

**Children Missing Education**

**Notification of a Non-Standard Transition**

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| PLEASE COMPLETE ALL SECTIONS OF THIS FORM | | |
| **Pupil Surname:**  **Alias: DOB:** | | **Pupil First Name :**  **Pupil Middle Name:** |
| **Full Postal Address where** the pupil normally resides    **Pupils Future Address** | | **Names of parents / guardians** with whom the pupil normally resides full names and DOB if known please  **1 …………………………………..………….**  **Relationship to pupil:**  **2. …………………………………………….**  **Relationship to pupil:** |
| **Contact No Home:** |
| **Contact No Mobile:** |
| **Name of School:**  **Contact name in school:** | | |
| **Addition to Roll ~ required within 5 working days**  Date enrolled: | **Previous School** | |
| **Removed From Roll**  Date last attended school: | **Destination School** | |
| **Reason for Removal / Deletion from Roll** (Appendix ARegulation 8 of the CME Policy ) | | |
| Any Additional Information or Service | | |
| **Please send this notification form to: Diane Richardson SEWO/CME Officer by E-mail to** [**dianerichardson2@barnsley.gov.uk**](mailto:dianerichardson2@barnsley.gov.uk)  **Telephone number 01226 773545**  **The Children Missing Education policy can be found at** [**https://www.barnsley.gov.uk/services/children-families-and-education/schools-and-learning/children-missing-education/**](https://www.barnsley.gov.uk/services/children-families-and-education/schools-and-learning/children-missing-education/)  **Barnsley Council/Education Welfare’s privacy statement is available to view at** [**https://www.barnsley.gov.uk/media/8746/early-start-prevention-and-sufficiency-education-welfare-service.pdf**](https://www.barnsley.gov.uk/media/8746/early-start-prevention-and-sufficiency-education-welfare-service.pdf) | | |