

**WEST HATCH HIGH SCHOOL - EVIDENCE OF ADDRESS FORM
FOR ENTRY IN YEAR 7 - SEPTEMBER 2026**

*** Please ensure you have completed your Local Authority Online Application ***

1. **CHILD'S FORENAMES (in full):** **DATE OF BIRTH:**
- SURNAME:** **SEX:** Male / Female (please circle)
- ADDRESS:**
(Child's main residence as defined in the School Prospectus)
- **POSTCODE:**
- Primary School:** **Phone Number:**
2. **Mother: (Mrs/Ms/Miss/Other) Forename** **Surname**
- Home Telephone:** **Mobile Number:**
- Email Address:**
- Father: (Mr/Other)) Forename** **Surname**
- Home Telephone:** **Mobile Number:**
- Email Address:**
3. **Local Authority serving address of child's main residence:** Epping Forest / Redbridge / Other
(please circle)

4. **Is the above property:**

Rented ☐ Owned ☐ Other ☐

If you rent, please provide a copy of your tenancy agreement/recent statement

Tenancy From (date) **To (date)**

If OTHER, please provide full details

Please provide **copies** of the following documents. We only require the main page showing name and address. We **cannot** copy documents or return them to you.
We do reserve the right to request to see the original documents if required.

Council Tax Bill
(most recent)

☐ **Two utility bills**
(dated within last 6 months)

☐ **Child's Birth Certificate**

☐

e.g. Gas, Electric, Water, TV licence, Driving Licence which includes current home address.

5. **Sibling Name(s):** The names of any brothers or sisters who are currently in Year 7-11, or Year 12, where the brother or sister completed their statutory education at this school:

Sibling Name	Relationship	Date of Entry	Year / House / Form

6. **DECLARATION:** I enclose the documents requested for my son/daughter, including a recent Council Tax Bill and two recent Utility bills covering a period within the last six months. I declare the above facts to be true and understand and accept the admissions arrangements as outlined in the school's prospectus. I will provide any further documentation that the Governors of the Admissions Committee may request and understand that the Committee reserves the right to deem this application invalid, or to withdraw a place offered, if any information provided in this application proves to be inaccurate.

Signed (Parent): **Print Name:**

Date:

OUR CLOSING DATE IS WEDNESDAY 12th NOVEMBER 2025: Your completed form and all documents should be sent by post, or brought into the school in person by this date.

Contact: Admissions Secretary, West Hatch High School, High Road, Chigwell, Essex, IG7 5BT

Telephone No: 0208 504 8216. Option 4

Email: admissions@westhatch.net

PLEASE NOTE This is not an application form; however, you must complete this form if you name West Hatch High School as one of your preferences on your Local Authority Common Application Form

To apply to your Local Authority go online to:

Essex County Council Residents

Website: www.essex.gov.uk

The deadline is 31/10/2025

London Borough of Redbridge Residents

Website: www.redbridge.gov.uk

The deadline is 31/10/2025
