



## Child(ren) Leaving School Notification

All sections to be completed **by parent/carer** when giving notice of child(ren) leaving  
Redbridge school

School to return form electronically with CME Referral to [cme@redbridge.gov.uk](mailto:cme@redbridge.gov.uk)

|   |                                     |               |                                      |                                      |
|---|-------------------------------------|---------------|--------------------------------------|--------------------------------------|
| First Name                                  |                                     |               |                                      |                                      |
| Last Name                                   |                                     |               |                                      |                                      |
| Date of birth                               |                                     | Gender        | Ethnicity as shown on School records |                                      |
| Redbridge School                            | <b>Churchfields Infants' School</b> |               |                                      |                                      |
| Sibling(s) First Name                       | Last Name                           | Date of birth | Gender                               | Ethnicity as shown on school records |
|   |                                     |               |                                      |                                      |
|   |                                     |               |                                      |                                      |
|   |                                     |               |                                      |                                      |
| Current Address                             |                                     |               |                                      |                                      |
| Sibling(s) Address<br>If different          |                                     |               |                                      |                                      |
| Date leaving this address                   |                                     |               |                                      |                                      |
| Responsible adult                           |                                     |               |                                      |                                      |
| Contact Details                             | Phone Numbers                       |               |                                      |                                      |
|   | Email                               |               |                                      |                                      |
| <b>Where is the pupil going</b>             |                                     |               |                                      |                                      |
| New Address                                 |                                     |               |                                      |                                      |
| Phone                                       |                                     |               |                                      |                                      |
| Email                                       |                                     |               |                                      |                                      |
| New School<br>(Where Known)                 |                                     |               |                                      |                                      |
| Phone                                       |                                     |               |                                      |                                      |
| Email                                       |                                     |               |                                      |                                      |
| Web Address                                 |                                     |               |                                      |                                      |
| <b>If leaving the UK</b>                    |                                     |               |                                      |                                      |
| Date of departure                           |                                     |               |                                      |                                      |
| Accompanying adult                          |                                     |               |                                      |                                      |
| Place of departure e.g<br>airport/dock      |                                     |               |                                      |                                      |
| Flight No./Ship Name &<br>Final Destination |                                     |               |                                      |                                      |

**Thank you for your co-operation. Please be aware it is Redbridge Policy to confirm your child attending school at their intended destination. This is a safeguarding measure applicable to all students to ensure they have arrived safely and are receiving education in their new home.**

Education and Inclusion, Chris Hilliard – Operational Director