Achievement by Caring

Mary Elton Primary School – Admission Form

Please fill in all information on this form and sign all sections as appropriate

***- all these fields have to be completed**

Surname*:	**Forename*:**
Middle Name(s):*	**Chosen Name*:**
Gender*: Male ☐ Female☐	**Date of Birth*:**
Which year group do you require a place in*:	
Address*:	

Please bring into the school office a copy of your child's Birth Certificate for verification. ☐

IMPORTANT Please give details of all persons who have PARENTAL RESPONSIBILITY:
(See notes for guidance on reverse of this form)

Contact Priority	**Name/Relationship**	**Home Address**	**Telephone Numbers**
1			Home:
			Mob:
			Work:
	Email address*:		
2			Home:
			Mob:
			Work:
	Email address*:		
Please give details of an **emergency contact** (other than above) for use if unable to contact parent/carer			
3			Home:
			Mob:
			Work:

Is there a legal order relating to this pupil? If so, please attach a copy	YES/NO

Doctor:	
Address:	
Telephone:	
Medical Information:	

Ethnic Origin*:	**Home/First Language*:**	**Religion*:**
Country Of Birth*:	**Nationality*:**	

Previous School/Pre School:	

Child's position in family e.g. 1 of 3:	**Names of siblings:**	**Date of birth of siblings:**
	1-	
	2-	
	3-	
	4-	

Travel Arrangements – please indicate your usual mode of travel to/from school:

Walk (or Scoot) ☐ Bicycle ☐ Car ☐ Taxi ☐ Bus ☐ Other ☐.....

Meal Arrangements – please indicate that which might regularly apply:

Free School Meal ☐ School Meal ☐ Packed Lunch ☐ Other ☐.....
(relating to Income Support-Please ask at the school Administration office for details.)

Any Dietary Needs:

Please provide details below of any medical needs/allergies that your child has and we need to be aware of:

Please indicate if your child has any dog allergies: YES / NO

Intimate Care (Reference should be made to our Intimate Care Policy)

At times children may need intimate care whilst at school. Children who require regular assistance with intimate care will have a separate intimate care plan (if your child requires this, please provide further details above).

Please indicate if you give permission for school staff to provide intimate care for your child ☐

(You will be informed if this has been provided)

Please indicate if either parent/guardian is a member of the armed forces: ☐
Please indicate if the child is Adopted: ☐

Profession of main carers:

If you require two end of year reports (e.g., if parents live separately), please provide an address where a second report should be sent

Our school aims to ensure that all personal data collected about pupils, parents, and other individuals is collected, stored and processed in accordance with the General Data Protection Regulation (GDPR) and the expected provisions of the Data Protection Act 2018 (DPA 2018) as set out in the Data Protection Bill. The school has a duty to protect this information and to keep it up to date. The school is required to share some of the data with the Clevedon Learning Trust, Local Authority and with the DFE.

I confirm that the information provided is correct and that I agree to provide the School with any changes as they occur.

Signature: **Date:**

Throughout the children's time at Mary Elton, they are occasionally taken out of the school grounds on local trips within Clevedon (e.g. St Andrew's Church, Clevedon Curzon, Coastal Walk, Strode Leisure Centre). The appropriate Health and Safety procedures are followed, risk assessments are undertaken and suitable levels of adult supervision provided. In order to minimise on the level of administration in obtaining parental consent every time this occurs, could you please sign below.

I give permission for my child to attend school activities during the school day within Clevedon.

Signature: **Date:**

Notes for guidance for parents

Parental Responsibility

Under the Children's Act 1989, the concept of parental responsibility replaces the concept of parental rights'. Parental responsibility can be shared between a number of people such as:

- Both married parents of a legitimate child even if not living with the child
- Both divorced or separate parents of a legitimate child
- The mother of an illegitimate child
- The father of an illegitimate child when he has acquired parental responsibility through a parental responsibility agreement or a Court Order
- Any person appointed guardian by a Court
- Any person who has a Residence Order in respect of a child
- Any person who receives a child under an Emergency Protection Order
- The council through its Social Services Department if the child is subject of a Care Order. Foster parents do not have parental responsibility.