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| STRICTLY PRIVATE & CONFIDENTIAL Admission Form  DfE Number: 308 2010 URN: 145 201 UK PRN: 10066213   |  |  |  | | --- | --- | --- | |  |  |  | | | |
| **For office use only**  Admission Date: Class: Roll Number: UPN: Birth Certificate: Yes/No Proof of Address: Yes /No Passport: Yes /NoRecords Requested: Yes / No Records Received: Yes / No \* Documents are no older than 3 months old | | |
|  | | |
| Child’s Surname: | | First Name: |
| Middle Name(s): | | Known Name: |
| Date of Birth: | | Gender (please circle): Male Female |
| Place of Birth: | | Nationality: |
| Home Address:      Post Code: | | |
| Borough: | If Enfield how long have you lived in the borough? | Home Telephone Number: |
| Parent/Carer 1:  Parental Responsibility: Yes / No | | Parent/Carer 2:  Parental Responsibility: Yes / No |
| Home Address: (if different to child) | | Home Address: (if different to child) |
| Home 🕿  Work: 🕿 Mobile: 🕿 Email: | | Home 🕿  Work: 🕿  Mobile: 🕿  Email: |
| **Child Lives with** Mum /Dad / Both Parents/ Other **Collection arrangements**: | | |
| **Who has permission to collect you child from school?**   |  |  |  | | --- | --- | --- | | Name | Relationship | 🕿 Telephone Number | |  |  |  | |  |  |  | |  |  |  | |  |  |  |   8 | | |
| **Emergency Contact** – **You must provide two contacts**   |  |  |  | | --- | --- | --- | | Name | Relationship | 🕿 Telephone Number | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | | |
| **Your child’s position in family** (please circle) 1 2 3 4 5 6 7 8   |  |  |  |  | | --- | --- | --- | --- | | Name of Sibling | Date of Birth | Male/Female | School and Class | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | | | |
| **Previous School(s) Attended:**  Playgroup: School: Nursery: | | |
| **Family Country of Child** - **Ethnic Group** (Please tick one box which best describes your child’s ethnic group)   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | White | | Mixed Dual Background | | Black or Black British | | | British | | White & Black Caribbean |  | Caribbean |  | | English |  | White & Black African |  | Angolan |  | | Irish |  | White and Asian | | Congolese |  | | Scottish |  | White & Pakistani |  | Ghanaian |  | | Welsh |  | White & Indian |  | Nigerian |  | | Other White British |  | White and any other Asian background |  | Sierra Leonean |  | | Traveller of Irish Heritage |  | Any Other Mixed Background | | Somali |  | |  |  | Asian & any other ethnic group |  | Sudanese |  | |  |  | Asian & Black |  | Other Black African |  | | Any other White Background | | Asian & Chinese |  | Any Other Black Background | | | Albanian |  | Black & any other ethnic group |  | Black European |  | | Bosnian-Herzegovinian |  | Black & Chinese |  | Black North American |  | | Croatian |  | Chinese & any other ethnic group |  | Other Black |  | | Greek |  | White & any other ethnic group |  | Any Other Ethnic Group | | | Greek Cypriot |  | White & Chinese |  | Afghan |  | | Italian |  | Mixed any other background |  | Arab |  | | Kosovan |  | Asian or Asian British | | Egyptian |  | | Portuguese |  | Indian |  | Filipino |  | | Serbian |  | Bangladeshi |  | Iranian |  | | Turkish |  | Pakistani | | Iraqi |  | | Turkish Cypriot |  | Mirpuri Pakistani |  | Japanese |  | | White Eastern European |  | Other Pakistani |  | Korean |  | | White Western European |  | Kashmiri Pakistani |  | Kurdish |  | | White Other |  | Chinese | | Latin/South/Central American |  | | Gypsy/Roma |  | Hong Kong Chinese |  | Lebanese |  | |  |  | Malaysian Chinese |  | Libyan |  | |  |  | Singaporean Chinese |  | Malay |  | |  |  | Taiwanese |  | Moroccan |  | | Any Other Ethnic Group |  | Other Chinese |  | Polynesian |  | |  |  |  |  | Thai |  | | Do not want ethnicity recorded |  |  |  | Vietnamese |  | |  |  |  |  |  |  | | | |

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| **First Language** - Please tick one box which best describes the main language spoken at home.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Afrikaans | Czech | Igbo | Pahari (Pakistan) | Tigre | | Akan (Fante) | Danish | Italian | Panjabi | Tonga/Chitonga (Zambia) | | Akan (Twi/Asante) | Dutch/Flemish | Japanese | Persian/Farsi | Turkish | | Akan/Twi-Fante | Edo/Bini | Kashmiri | Polish | Ukranian | | Albanian/Shqip | English | Konkani | Portuguese | Urdu | | Amharic | Estonian | Korean | Romanian | Uzbek | | Arabic | Ewe | Kurdish | Russian | Vietnamese | | Armenian | Ewondo | Lango (Uganda) | Serbian/Croatian/Bosnian | Visayan/Bisaya | | Beja/Bedawi | Finnish | Latvian | Shona | Yoruba | | Belarusian | French | Lingala | Sidamo | Welsh/Cymraeg | | Bengali | Ga | Lithuanian | Sign Language (Other) | West-African Creole Port.  Portuguese | | Berber/Tamazight | Gaelic (Scotland) | Lozi/Silozi | Sinhala | West-African Pidgin English | | British Sign Language | Gaelic/Irish | Luba | Slovak | Wolof | | Bulgarian | Galician/Galego | Luganda | Somali | Xhosa | | Burmese/Myanma | Georgian | Malay/Indonesian | Sotho/Sesotho | Yao/Chiyao (East Africa) | | Caribbean Creole Eng | German | Maltese | Spanish | Yiddish | | Caribbean Creole French | Greek | Ndebele | Sudanese | Yoruba | | Catalan | Gujarati | Nepali | Swahili/Kiswahili | Zande | | Chechen | Hungarian | Norwegian | Tamil |  | | Chinese | Hebrew | Other Language | Swedish | Zulu | | Chinese (Cantonese) | Hindi | Pashto/Pakhto | Tagalog/Filipino |  |   If your main language is other than on the list above please specify …………………………….……………………………………………………..  Additional language used by parents ………………………………………………………………………………………………………………………  Mother Tongue: English 🞏 Same as first language 🞏 Other ……………………………………………..……………………….  If your child has come from another country:  Date of Arrival in UK ……………………………...……….................... | |
| Religion of Pupil: (please tick) | |
| 1.     Christian | 6. Jewish |
| 2.     Buddhist | 7. Muslim |
| 3. Hindu | 8. Sikh |
| 4. Humanist | 9. No Religion |
| 5. Jehovah’s Witness | 10. Other (please state) |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Other information:**  Are you:   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | An asylum seeker? | Yes/No |  | A refugee? | Yes/No |  | A Traveller? | Yes/No | | | | |
| **Lunches (please circle):** Free School Meals / Paid School Meal / Packed Lunch  **Are you in receipt of any of the following (please circle):** Income Support / Child Tax Credit / Working Tax Credit  You qualify for Free School Meals for your child if you receive Income Support, Jobseekers Allowance or Child Tax Credit.  Forms to claim entitlement to Free School Meals can be obtained from the school office. | | | |
| Dietary Requirements: i.e. Diabetic Vegetarian Allergy to foodstuffOther (please specify) | | | |
| Medical Information: Name of Doctor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Any medical information of which the school should be aware?(For example, medical conditions such as Asthma, Diabetes, Heart Condition, Sickle Cell, Eczema or Allergies, Hearing, Vision, Speech difficulties please specify): | | | |
| **Has your child been immunised?** YES/NO  **Has your child received a pre-school booster?** YES/NO | | | |
| **Child’s needs:** (i.e. Physical / Learning / Behaviour / Emotional please specify)  **Stage of SEN** (if applicable) e.g. Statement / EHCP | | | |
| **Other agencies:** Has your child had any involvement with any of the following external agencies? | | | |
| Education Welfare Service | YES / NO | Behaviour support service | YES / NO |
| Educational Psychologist | YES / NO | Social Services | YES / NO |
| Speech Therapist | YES / NO | Any other services | YES / NO |
| **Any other information you would like to share with us?** | | | |
| **Trips and Local visits - Consent not required**  Due to changes in Department for Education guidance, we will no longer be requesting written consent from parents for children to take part in the majority of off-site activities organised by the school (with the exception of nursery aged children).  Most of the planned off-site activities take place during school hours and are a normal part of a child’s education. However, parents will continue to be informed of any upcoming trips and of any extra safety measures required, e.g. through a letter.  Parental consent will still be requested for certain trips which are not part of the normal school day e.g. residential trips. | | | |
| **Consent form for use of digital media (photographs, filming & videos)**  During their time at the school, your child is likely to be photographed or filmed while they are engaging in the curriculum by our staff or official visitors. These may continue to be displayed even when your child is no longer a pupil at this school.  We take care to ensure as far as possible that names are not attributable to individuals. Please read this information correctly, delete the incorrect answer and sign at the bottom of this form. No further permission will be sought unless changes in school policy or other circumstances occur. You have the right to withdraw your Parental Consent at any time. To withdraw your consent, please contact the school office in writing.  **Use of digital media:**  I consent to the school taking digital media of my child and to be used as below:   * School website: **YES / NO** * School newsletter: **YES / NO** * Local newspapers: **YES / NO** * Social media: **YES / NO** * School Prospectus: **YES / NO**   **I agree that any digital media (photograph or video images that I take at school events) will be for my own personal use and will not be used inappropriately or shared with third parties.**  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent/Carer)  Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |

**Appendix 1**

**Acceptable Use Agreement: Pupil**

**Please talk through this form with your child. This agreement will help keep pupils safe and help pupils to be fair to others.**

* **I am an online digital learner**

I use the school’s IT equipment for school work and other activities approved by trusted adults.

* **I am a secure online learner**

Keep my logins and passwords secret.

* **I am careful online**

Think before I click on links and only download when I know it is safe or has been agreed by trusted adults.

* **I am guarded online**

I will not give my full name, date of birth, home address or telephone number on any website.

I will not share anyone else’s personal information online.

* **I am cautious online**

I know that some websites and social networks have age restrictions and I respect this and I only visit internet sites that I know my trusted adults have agreed.

* **I am considerate online**

Do not get involved with bullying or sharing inappropriate material.

* **I am respectful online**

Do not respond to unkind or hurtful messages/comments and tell my trusted adults if I receive these.

* **I am responsible online**

I keep others safe by talking to my trusted adults, if a friend or person I know is being bullied or harassed online, or is being affected by things they see or hear online.

* **I am a creative digital learner online**

Only edit or delete my own digital work and only use other people’s work with their permission.

* **I am a researcher online**

Use safer search tools approved by my trusted adults and know to ‘double check’ all information I find online.

* **I communicate and collaborate online**

I only communicate and collaborate with people I know and have met in real life or that a trusted adult has approved.

* **I am SMART online**

I understand that unless I have met people in real life, an online person is actually a stranger. I have read and understood this agreement. I know who are my trusted adults are and agree to the above.

I have shared this Acceptable Use Agreement with my child at an age appropriate level.

Parent Full Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_