



SCHOOL USE ONLY:

Class:

Admission Date:

UPN:

# NEW PUPIL ADMISSION FORM

## SECTION 1 – INFORMATION ON PUPIL

Name of Pupil.....

Known as ..... Gender: (M/F)..... Ethnicity: .....

Date of Birth ..... Religion .....

Address.....

..... Temporary / Permanent

Post Code ..... Home Telephone Number.....

Pupil's Country of Birth .....

<b>Language(s) used including English:</b>			
First Language			
Language spoken at home			
With friends			
Please tell us how well your child reads in each language:			
Please tell us how well your child writes in each language:			

Religion..... Dietary Requirements.....

Lunch: School  FSM  Packed Lunch  Home

Position of Child in Family ..... Out Of .....Brothers and Sisters

Other siblings in this school/year group.....

Doctor's Name.....

Address of Doctor.....

..... Tel. No.....

Does your child have a medical condition which we should know about? (e.g.Asthma)

.....  
.....  
.....

Does your child have any Special Educational Needs?

.....  
.....  
.....

Last School or Nursery Attended In the U.K.

.....

Other Educational Experience (e.g. levels and language(s) of schooling in another country, supplementary school, religious classes etc.)

.....  
.....

Any Time(s) Spent Out Of School .....

.....

**SECTION 2 – INFORMATION ON FAMILY AND HOME**

**Mother’s Name**..... **Ethnicity** .....

Language(s) Used .....

Address..... **Tel. No.**.....

E-mail address .....

National Insurance Number ..... **Date of Birth** .....

Country of Birth.....

**Father’s Name**..... **Ethnicity**.....

Language(s) Used.....

Address..... **Tel. No.**.....

Country of Birth.....

E-mail address .....

National Insurance Number ..... **Date of Birth** .....

Who has parental responsibility for pupil? (Please tick box)

Mother       Father       Both       Neither

If ‘Neither’ has parental responsibility for pupil please give full details here:

.....  
.....

**NAME OF CARER(S)**.....

Telephone number ..... E-mail address .....  
Relationship to Pupil..... **Is the pupil in public care? Y/N**  
Details of Care Arrangement.....  
Date, If Recently Changed.....  
Interpreter Required Yes / No Which Language? .....  
Translated Letters Required Yes / No Which Language? .....

**We also need details of two people we could contact in an emergency:**

**1. NAME**.....  
Address.....  
..... Tel. No.....  
Language(s) Spoken.....  
Relationship to Pupil.....

**2. NAME**.....  
Address.....  
..... Tel. No.....  
Language(s) Spoken.....  
Relationship to Pupil.....

**SECTION 3 – ADDITIONAL INFORMATION FROM PARENT(S)**

**Please add any further information you may wish the school to know, for example:**

**1 – Any other important information you wish to tell us about your child and family?**

**2 - Does there need to be flexibility in the school’s arrangements concerning:**

- Mixed activities, e.g. swimming, PE, dancing? Yes/ No - Details
- School assembly? Yes/ No - Details
- Dress codes, including sports wear? Yes/ No - Details

**3 – Please provide a security word to be given to school staff if you need to provide emergency/alternative collection arrangements for your child**

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**4- I give permission for the school to use photos of my child**

**On the school website** Yes/ No    **Internal literature** Yes/ No    **External Literature( inc. advertising)** Yes/ No

**(Permission will be individually sought in cases for external literature and advertising where pupils are named)**

**5 - Permission to collect**

**I / we give the following people permission to collect our child from school. Please advise school immediately if this changes.**

Name	Relationship to child

**SECTION 4 – SCHOOL VISITS**

We ask for your permission for your child to be taken on visits to places of interest in the local area, and further away. These visits are usually connected to the work that your child is doing in school. Pupils are always accompanied by a teacher on these visits. The school will notify parents when visits that are further away, and require travel on public or private transport, will take place. Pupils are always supervised in accordance with the County’s guidelines.

**I give permission for my child to visit places in the locality and further away during the school day, which form a part of the school’s curriculum, provided that pupils are supervised in accordance with the County’s guidelines.**

**SIGNED**

**(Parent/Guardian)..... Date .....**