

PUPIL REGISTRATION



The information which is requested in this document may be stored on a computer and, if so, it is subject to the Data Protection Act 1984. The Act requires that all information is strictly confidential and may only be accessed by those with a legal right to see it, e.g. if there is a child protection enquiry. The information will not be given to anyone else without your written consent. You have a right to examine, at any reasonable time, information about you or your child which is kept on a computer. You have a right to correct any information which you feel is wrong or misleading. Please contact the Head if you wish to examine the information about you or your child which is kept on computer.

Details of Child

SURNAME	Sex (male or female)
FORENAMES	D O B
Nursery ONLY	MORNING SESSION OR AFTERNOON SESSION PREFERRED DELETE UNWANTED
YEAR GROUP	
ADDRESS	Postcode
TELEPHONE	
Position of child in Family 1 2 3 4 5	Previous School (if any)

Details of Other Children in Family:

NAME	DATE OF BIRTH	SCHOOL ATTENDED

Details of Parents:

Name of Persons with whom child lives	Relationship to Child	Parental Responsibility	Telephone Number and email address

When the child lives with someone other than his or her parent(s), the school needs the details of those persons who have parental responsibility. This is always the natural mother and, where the parents were married at the time the child was born, the natural father also retains the parental responsibility.

Other Parental Responsibility	Relationship to Child	Address	Telephone

If parents are separated or divorced, has a court order been issued? Yes / No

EMERGENCY CONTACTS:

NAME	RELATIONSHIP TO CHILD	TELEPHONE	PLACE OF CONTACT

Name of Doctor	Address
Telephone	Medical Conditions of Child
Has a statement of special educational need been issued for your child Yes / No	
Does your child wear glasses Yes / No	Does your child wear a hearing aid Yes / No
Type of meal required	School Dinner Sandwiches Free Meal Meal at Home
How do you travel to school	Coach Bus Bicycle Walk Car

Ethnic Origin of Child	Language spoken at home	Religion of Child
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Signed	Print Name	Date
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