

# Moldgreen Community Primary School - Admission Form

We look forward to welcoming your child to Moldgreen Community Primary School. Please complete information as accurately as possible in clear, legible handwriting. We value the privacy of your information and details of why we ask for it, how we use it and who it is shared with are contained in our privacy notice included with this form. If any of the information provided changes, please let us know as soon as possible.

## Student Details

|  |  |                              |                             |
|--|--|------------------------------|-----------------------------|
| Legal Surname  |  | Preferred Surname            |                             |
| First Name   |  | Known Name                   | Gender                      |
| Middle Name(s)   |  | Date of Birth                |                             |
| Home Address   |  |                              |                             |
| Post Code  |  | Home telephone               |                             |
| Previous School (if applicable)  |  |                              |                             |
| Usual mode of transport to and from school e.g. walk, cycle, car, bus, etc                 |  |                              |                             |
| Is your child entitled to free transport to and from school?                               |  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| What type of lunchtime meal will your child be having? eg School meal, sandwiches, go home |  |                              |                             |
| Is your child entitled to free school meals?   |  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**For this section only, we request the information as it is useful to us, however providing it is voluntary.**

|  |   |  |  |  |
|--|---|--|--|--|
| Religion   | <input type="checkbox"/> Christian                          | <input type="checkbox"/> Muslim                              | <input type="checkbox"/> Catholic                        | <input type="checkbox"/> Prefer not to say |
|  | <input type="checkbox"/> Hindu                              | <input type="checkbox"/> Jewish                              | <input type="checkbox"/> Other _____                     |  |
| Ethnicity – Please tick                                  | <input type="checkbox"/> White: British                     | <input type="checkbox"/> Mixed: White and Asian              | <input type="checkbox"/> Black or Black British: African |  |
|  | <input type="checkbox"/> White: Irish                       | <input type="checkbox"/> Mixed: Other                        | <input type="checkbox"/> Black or Black British: Other   |  |
|  | <input type="checkbox"/> White: Traveller or Irish Heritage | <input type="checkbox"/> Asian or Asian British: Indian      | <input type="checkbox"/> Chinese                         |  |
|  | <input type="checkbox"/> White: Other                       | <input type="checkbox"/> Asian or Asian British: Pakistani   | <input type="checkbox"/> Any other ethnic group          |  |
|  | <input type="checkbox"/> White: Gypsy / Roma                | <input type="checkbox"/> Asian or Asian British: Bangladeshi | <input type="checkbox"/> Prefer not to say               |  |
|  | <input type="checkbox"/> Mixed: White and Black Caribbean   | <input type="checkbox"/> Asian or Asian British: Other       |  |  |
|  | <input type="checkbox"/> Mixed: White and Black African     | <input type="checkbox"/> Black or Black British: Caribbean   |  |  |
| Child's first language                                   | <input type="checkbox"/> English                            | <input type="checkbox"/> Other (please state)                | <input type="checkbox"/> Prefer not to say               |  |
| Language spoken at home                                  | <input type="checkbox"/> English                            | <input type="checkbox"/> Other (please state)                | <input type="checkbox"/> Prefer not to say               |  |
| Does the child have a parent serving in the UK military? | <input type="checkbox"/> Yes                                | <input type="checkbox"/> No                                  | <input type="checkbox"/> Prefer not to say               |  |

## Required Parent/Carer and Emergency Contact Details

Please give details of all persons who have parental responsibility **Parental Responsibility** is where a person is named on a birth certificate or legal document – please provide school with a copy. Any changes should be notified to the school with amended documentation. We also require additional contacts that can be used in the event of emergency. The priority refers to the order in which we will make contact. Please ensure that all named contacts are aware that you have passed their details to the school and they may be contacted in the case of emergency or to confirm their details.

|                                      |                       |                  |                |
|--------------------------------------|-----------------------|------------------|----------------|
| <b>Priority 1</b>                    | Title                 | First Name       | Surname        |
| Address                              |                       |                  |                |
| Post Code                            |                       |                  |                |
| Parental Responsibility<br>Yes / No* | Relationship to child |                  | Home Telephone |
| Work Telephone                       |                       | Mobile Telephone |                |
| Email Address                        |                       |                  |                |

|                                      |                       |                  |                |
|--------------------------------------|-----------------------|------------------|----------------|
| <b>Priority 2</b>                    | Title                 | First Name       | Surname        |
| Address                              |                       |                  |                |
| Post Code                            |                       |                  |                |
| Parental Responsibility<br>Yes / No* | Relationship to child |                  | Home Telephone |
| Work Telephone                       |                       | Mobile Telephone |                |
| Email Address                        |                       |                  |                |

|                                      |                       |                  |                |
|--------------------------------------|-----------------------|------------------|----------------|
| <b>Priority 3</b>                    | Title                 | First Name       | Surname        |
| Address                              |                       |                  |                |
| Post Code                            |                       |                  |                |
| Parental Responsibility<br>Yes / No* | Relationship to child |                  | Home Telephone |
| Work Telephone                       |                       | Mobile Telephone |                |
| Email Address                        |                       |                  |                |

|                                      |                       |                  |                |
|--------------------------------------|-----------------------|------------------|----------------|
| <b>Priority 4</b>                    | Title                 | First Name       | Surname        |
| Address                              |                       |                  |                |
| Post Code                            |                       |                  |                |
| Parental Responsibility<br>Yes / No* | Relationship to child |                  | Home Telephone |
| Work Telephone                       |                       | Mobile Telephone |                |
| Email Address                        |                       |                  |                |

\* Delete as appropriate

**Court Orders / Safeguarding:** Please detail any court orders applying to the child (e.g. Ward of court, legal rights of access) – All information is dealt with confidentially. Please make an appointment at the school office if you wish to discuss anything in person.

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**Siblings** If your child has any siblings that attend the school, please state their names and current year

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**Medical Details**

|                  |               |
|------------------|---------------|
| Doctor's name    | Practice name |
| Practice address |               |
|                  | Phone number  |

Please provide details of any medical conditions that the school should be aware of and any emergency action that should be taken. (e.g. Asthma, epilepsy, allergies to bee stings, nuts or particular medicines)

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I confirm that the details entered on this form are accurate and that I will inform the school of any changes. I confirm that I have informed the emergency contacts provided that I have passed on their details to the school. Each parent/carer should sign separately

|   |      |        |      |
|---|------|--------|------|
| 1 | Name | Signed | Date |
| 2 | Name | Signed | Date |

# Moldgreen Community Primary School - Consents Form

Please read through the below consent form, tick where you provide consent and sign at the bottom. If you wish to change your mind on any of these consents, please contact the school office.

|               |  |
|---------------|--|
| Name of Child |  |
|---------------|--|

## Permission for local walks

We often go for short walks in the local area as part of our topic work, e.g. Ravensknowle Park, Tolson Museum

|  |                          |
|--|--------------------------|
| Tick to consent for your child to take part in local walks | <input type="checkbox"/> |
|--|--------------------------|

## Permission for photographs and videos

Occasionally, we may take photographs of the children at our school. We may use these images in our school's prospectus or in other printed publications, as well as on our website and social media. We may also make video recordings for school training or other educational use.

From time to time, our school may be visited by the media who will take photographs or film footage of a visiting dignitary or other high-profile event. Pupils will often appear in these images, which may appear in local or national newspapers, or on televised news programmes.

If we use photographs of individual pupils, we will not use the full name of that child in the accompanying text or photo caption. We may include pictures of pupils and teachers that have been drawn by the pupils. We may use group or class photographs or footage with very general labels, such as 'a science lesson' or 'making Christmas decorations'. In some cases, media organisations may ask for the full name of a student if that happens we will seek consent from the parent/carer in each case.

We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately. Websites can be viewed throughout the world and not just in the United Kingdom where the law applies.

Please tick where you consent to allow us to use photographs / videos of your child

|   |                          |
|---|--------------------------|
| Within the school premises e.g. on school displays?   | <input type="checkbox"/> |
| In our school prospectus and other printed publications that we produce for promotional purposes?                                   | <input type="checkbox"/> |
| On our website?   | <input type="checkbox"/> |
| May other external organisations use your child's photograph, video or sound recordings in their publications or on their websites? | <input type="checkbox"/> |
| To appear in the media, such as the local press?  | <input type="checkbox"/> |
| On social media e.g., Twitter?  | <input type="checkbox"/> |

## School communications

From time to time the school may wish to contact you by **email/text message/app** about events, activities or services provided by selected third party organisations, such as school book fairs. This does not affect regular day-to-day communications about school life.

|   |                          |
|---|--------------------------|
| Tick to consent for us to contact you about such events, activities or services | <input type="checkbox"/> |
|---|--------------------------|

|                      |        |      |
|----------------------|--------|------|
| Name of parent/carer | Signed | Date |
|----------------------|--------|------|