

HEAMOR C.P. SCHOOL

Bosvenna Way, Heamoor, Penzance, TR18 3JZ

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CAPITA SIMS.NET (SCHOOLS INFORMATION MANAGEMENT SYSTEM) ADMISSION FORM

(Please note: This application form does not constitute an offer of admission)

Please complete all sections except Section B which is for Office Use Only.

CONFIDENTIALITY: The information given below will be maintained on the school's data base to which no unauthorised person shall have access and will be subject to strict control under the Data Protection Act.

Name of Parent/s
(Full individual details to be included in the contact area of Section D)

Section A - Basic Pupil Details

Legal Forename: Legal Surname:
Middle Name(s): Preferred Surname:
Preferred Forename: Date of Birth:
Age at Admission: Gender: *Male/Female*
Previous Surname:

Brothers/Sisters (including half/step brothers and sisters)
Please list in age order any siblings who are currently at this school.

Surname	Forenames	Gender	Date of Birth	Same Address
		Female/Male	/ /	✓ / x
		Female/Male	/ /	✓ / x
		Female/Male	/ /	✓ / x
		Female/Male	/ /	✓ / x

Section B - Registration (Office Use Only)

Reg Group: House:
Year Group: Year Taught In:
Enrolment Status: Admission Date:
Admission Number: Attendance Mode: *AM / PM / ALL DAY*
UPN: Part Time Dates: to
Birth Certificate Seen: ☐ Name Change Documents Seen: ☐

Quick Note Information (e.g. SEN, or any other pertinent note)

Section C - Pupil Address

Postcode: House Number/Name:
Street: Town/City:
Tel: Home/Mobile: E-mail:

Section D - Family/Home

Contact 1

Title: Forename: Surname:
Postcode: House Number/Name:
Street: Town/City:
Relationship: ☐ Mother ☐ Father ☐ Step Parent ☐ Foster Parent ☐ Grandparent
☐ Other Relative ☐ Neighbour ☐ Other Contact ☐ Guardian ☐ Social Worker
☐ Parental Responsibility ☐ Court Order
*Tick one telephone number as the **Main Day Time number** for use in emergency*
Telephone: Home: Main. ☐ Work: Main. ☐
Mobile: Main. ☐ Other: Main. ☐

Contact 2

Title: Forename: Surname:
Postcode: House Number/Name:
Street: Town/City:
Relationship: ☐ Mother ☐ Father ☐ Step Parent ☐ Foster Parent ☐ Grandparent
☐ Other Relative ☐ Neighbour ☐ Other Contact ☐ Guardian ☐ Social Worker
☐ Parental Responsibility ☐ Court Order
*Tick one telephone number as the **Main Day Time number** for use in emergency*
Telephone: Home: Main. ☐ Work: Main. ☐
Mobile: Main. ☐ Other: Main. ☐

Contact 3

Title: Forename: Surname:
Postcode: House Number/Name:
Street: Town/City:
Relationship: ☐ Mother ☐ Father ☐ Step Parent ☐ Foster Parent ☐ Grandparent
☐ Other Relative ☐ Neighbour ☐ Other Contact ☐ Guardian ☐ Social Worker
☐ Parental Responsibility ☐ Court Order
*Tick one telephone number as the **Main Day Time number** for use in emergency*
Telephone: Home: Main. ☐ Work: Main. ☐
Mobile: Main. ☐ Other: Main. ☐

Section D (continued)
Contact 4

Title: Forename: Surname:

Postcode: House Number/Name:

Street: Town/City:

Relationship: ☐ Mother ☐ Father ☐ Step Parent ☐ Foster Parent ☐ Grandparent
☐ Other Relative ☐ Neighbour ☐ Other Contact ☐ Guardian ☐ Social Worker

☐ Parental Responsibility ☐ Court Order

Tick **one** telephone number as the **Main Day Time** number for use in emergency

Telephone: Home: Main. ☐ Work: Main. ☐

Mobile: Main. ☐ Other: Main. ☐

Section E - Pupil Medical Information:

Medical Practice: Dietary Needs: ☐ Artificial colouring allergy
(if applicable) ☐ Gluten Free

Practice Address:

 Telephone:
 Doctor's Name:

☐ Kosher foods only
☐ No dairy produce
☐ No nuts of any type/quantity
☐ No pork
☐ Ramadan
☐ Seafood allergy
☐ Vegetarian

Emergency Medical Consent: ☐

Medical Conditions/Information: Please include details of any allergies/medical conditions e.g. asthma, and medications regularly taken. (If you require more space please give full details on a separate sheet).
If none, please state NONE.

Section F - Pupil Ethnic/Cultural Information:

The school is required by law to provide the information you give in this section to the DfES. The school will not use this information for any other purposes.

Ethnicity: (Data Source: ☐ Parent ☐ Pupil ☐ Other)

☐ White – Cornish
☐ Traveller of Irish Heritage
☐ White and Black Caribbean
☐ Any Other Mixed Background
☐ Bangladeshi
☐ Black – African
☐ Any Other Ethnic Group

☐ Other White British
☐ Gypsy/Roma
☐ White and Black African
☐ Indian
☐ Any Other Asian Background
☐ Any Other Black Background
☐ Refused

☐ White – Irish
☐ Any Other White background
☐ White and Asian
☐ Pakistani
☐ Black Caribbean
☐ Chinese
☐ *Information Not Yet Obtained*

First Language: ENGLISH ☐ or OTHER (please specify).....

Asylum Seeker: ☐ Refugee Status: ☐ Traveller Status: ☐

Religion:

<input type="checkbox"/> Anglican	<input type="checkbox"/> Buddhist	<input type="checkbox"/> Christian
<input type="checkbox"/> Hindu	<input type="checkbox"/> Jewish	<input type="checkbox"/> Methodist
<input type="checkbox"/> Muslim	<input type="checkbox"/> No Religion	<input type="checkbox"/> Other Religion

☐ Roman Catholic☐ Sikh**Section G - Pupil Additional Information:****Meals:**☐ Free Meal☐ Home☐ Sandwiches☐ School Meal**Mode of Transport:**☐ Bicycle☐ Car☐ Public Transport☐ School Coach☐ Taxi☐ Train☐ Walks**Section H - Pupil School History:**

Name & Address of Previous School:

Telephone: Dates Attended:

Section I - Court Orders

If the pupil is subject to any Court Orders please specify the Court Order terms below. This information is CONFIDENTIAL but will help the school under the pupil's position. A copy of any Court Orders will need to be provided.

Section J - Use of Images Consent :

In order to comply with the Data Protection Act 1998, the School needs your consent before taking photographs or making video recordings of your child for purposes which are not part of its core activities. We should be grateful if you could answer all the following questions.

Conditions of Consent have been explained on the separate sheet of Explanatory Notes.

I agree that the School can take photographs of my child which may be used in School Literature (e.g. the School newsletters; the School's brochure and other promotional material etc.). Yes/No

I agree that the School can use images of my child on its web site. (Please note the web site can be viewed across the world). Yes/No

I agree that the School can use images of my child in video recordings to promote the School. Yes/No

I agree that the School can take photographs and make video recordings of my child for the School's own records, archives and future interest (e.g. photographs of sports team). Yes/No

I agree that my child can appear in video recordings or in collections of photographs stored on CD roms which the School may make of School events and which it may sell to parents of children at the school to raise funds for the benefit of the School. Yes/No

I am happy for the press to take and use images of my child. Yes/No

The School may give the press the first name/first and surname (*delete as appropriate*) of my child for publishing with the child's photograph in a newspaper or for captioning on television. Yes/No

Section K

I confirm that the above information is true and accurate. I undertake to inform the school if any of the above details change. I understand that this form does not constitute an offer of admission by the school.

Signed:

Date: