**Rosehill Infant & Nursery School**

Admission Form

Name of Child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sex: Male / Female

Date of birth: \_\_\_\_\_\_\_\_\_\_\_\_\_ **B.Cert/Med Card/Passport Number:**

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post Code:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Tel No. :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mother’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

P

R

P

R

D.O.B \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ D.O.B \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s Place of Work: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Mother’s Place of Work:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mother’s Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Father’s Work No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Mother’s Work Telephone No: \_\_\_\_\_\_\_\_\_

Father’s N.I Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mother’s N.I Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1st Priority Contact: Mother/Father**

**Email Address**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Names and dates of birth of all other children in the family:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Admission: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year Group :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of any previous Nursery or School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Refugee:Yes/No Asylum seeker: Yes/No LAC: Yes/No Private Fostering: Yes/No

Home language:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of emergency contact other than parents: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to child: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does child eat meat? (All meat is halal) Yes / No Drink milk? Yes/No

Permission for child to see the school nurse: Yes/No

Permission for child to be receive medical treatment in an emergency: Yes/No

**Signed…………………………………………………….Date………………………………………………………..**

**Rosehill Infant & Nursery School**

# Consent

As a school we will seek consent from staff, volunteers, young people, parents and carers to collect and process their data. We will be clear about our reasons for requesting the data and how we will use it. There are contractual, statutory and regulatory occasions when consent is not required. However, in most cases data will only be processed if explicit consent has been obtained. The consent you give will last for the duration of your child’s time at Rosehill Infant & Nursery School. ‘Image’ is taken to mean both photograph and video. If you wish this to be separated and dealt with as static photos and moving video for consent, please contact the school office.

However, if you wish to change any of the authorisations during this time, please contact the school office and complete a new form.

Consent is defined by the GDPR as “any freely given, specific, informed and unambiguous indication of the data subject's wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her”.

# Consent and Renewal

On the school website and displayed on the parents’ notice board we have ‘Privacy Notices’ that explain how data is collected and used. It is important to read those notices as it explains how data is used in detail. Should you wish to withdraw consent at anytime please request and complete a withdrawal form from the office.

Obtaining clear consent and ensuring that the consent remains in place is important for school. We also want to ensure the accuracy of that information.

# For Pupils and Parents/Carers

On arrival at school you will be asked to complete the attached forms giving next of kin details, emergency contact and other essential information. We will also ask you to give consent to use the information for other in school purposes.

We review the contact and consent form on an annual basis. It is important to inform school if details or your decision about consent changes. A form is available.

# Pupil consent procedure

Where processing relates to a child under 16 years old, school will obtain the consent from a person who has parental responsibility for the child.

# Withdrawal of Consent

Consent can be withdrawn, subject to contractual, statutory or regulatory constraints. Where more than one person has the ability to provide or withdraw consent the school will consider each situation on the merits and within the principles of GDPR and also child welfare, protection and safeguarding principles.

Please complete the appropriate form.

**Rosehill Infant & Nursery School**

**Consent Form**

**Photographs, Video and Media**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| I give consent for my child’s image to appear in publications that the school produces for information and promotional purposes such as a the newsletter or prospectus both printed and online. |  |  |
| I give consent for my child’s image to be used on the school website and social media. |  |  |
| I give consent for my child’s image to be used on the school class dojo. |  |  |
| I give consent for my child and their details to be shared with the media. For example, in the local press, radio or TV. This may be printed or on their social media. |  |  |
| I give consent for my child to be included in any school or class yearbook and other mementos on leaving the school. |  |  |
| I give consent for a professional photographer to take photographs of my child and release to my family for sale. |  |  |
| I give consent for my child to be photographed for school group photos, that may be sent out and then bought by other families who have children in the photo. |  |  |
| Are there any reasons why your child cannot participate in events and performances that may be recorded or photographed and shared with the school community?  If yes, please contact school to explain your concerns. |  |  |

**Medical**

|  |  |
| --- | --- |
| Doctor’s Practice |  |
| Doctor’s Name |  |
| Telephone Number |  |
| Does your child suffer from any health problems, if so please give details. (Please indicate any special treatment) |  |
| Does your child have any allergies?  If so please provide details  Epipen Required? | Yes/No  Details if applicable:  Yes/No |
| Permission to contact Doctor | Yes/No (Please delete if appropriate) |
| Do you give consent for us to contact other professionals who are involved with your child? | Yes/No (Please delete if appropriate) |
| Names and contact numbers of any professionals involved with your child, for example health visitors, speech therapists. If you provide these details we will contact them, letting you know of any approach we make. |  |
| Please give details of any other problems/concerns of which the school should be aware to enable us to support your child. If you provide these details we will contact them, letting you know of any approach we make. |  |
| Please give details of any special requirements/medical conditions of parents/carers regarding access to the building or accessing information |  |

**School Trips & Off Site Visits**

|  |  |  |
| --- | --- | --- |
|  | Y | N |
| I give consent for school to take photographs of my son/daughter whilst on school trips. |  |  |
| I give consent to school/college to take video and media footage of my son/daughter whilst on school trips |  |  |
| I give consent for my child to be taken on a short visit within the local area, it may be to the local shop, park or other nearby locations. |  |  |
| I give consent for the school to share information with the venue, accommodation and transport providers for legal and safeguarding reasons when making arrangements for school trips |  |  |

**School Work & Celebrating Successes**

|  |  |  |
| --- | --- | --- |
|  | Y | N |
| I give consent for school to share details of my son/daughter’s achievements within school by displays, certificates or other media that identifies them |  |  |
| I give consent to school to share information about my son/daughter to recognise key events such as birthdays within the school community |  |  |
| I give consent for school to share details of my son/daughter’s sporting activities for fixtures and achievements in school and in publications |  |  |

**Internet Use**

As part of the school’s IT provision we offer students access to the internet. Our internet service provides a high level of protection and we audit student use. Students are required to give written agreement to be bound by the terms.

|  |  |  |
| --- | --- | --- |
|  | **Y** | **N** |
| As the parent or carer, I give permission for my child to use the internet. |  |  |

**Childcare Costs, FSM and PP**

<https://www.childcarechoices.gov.uk/>

|  |  |  |
| --- | --- | --- |
|  | **Y** | **N** |
| I give consent for school/nursery to use my details, including National Insurance number, to check eligibility for Child Care place funding, Free School Meals and/or Pupil Premium |  |  |
| I consent to the school/nursery to retain this information on file to continue to monitor eligibility |  |  |

**School News Updates**

|  |  |  |
| --- | --- | --- |
|  | Y | N |
| I wish to be kept informed about school news and events and receive the newsletter and similar notifications |  |  |
| I consent to the school contacting me by text message for the purpose of school information and reminders, should it be necessary. I will ensure that I keep the school informed of my up to date mobile number at all times, or if the number is no longer in my possession |  |  |

(PLEASE NOTE: WE CANNOT ACCEPT INCOMING TEXT MESSAGES.)

**Third Parties at School**

|  |  |  |
| --- | --- | --- |
|  | **Y** | **N** |
| I give consent for school to share details with organisers of end of school events, such as, discos and concerts. This is to enable children to be checked in and out of the event securely. |  |  |
| I give consent to the school to share basic details with third party providers, such as before and after school clubs, music and sport providers, educational visitors, student teachers etc. who may be engaged directly by the school. |  |  |

**Child Protection**

The school is legally required to report any injury to a pupil that they feel might be non-accidental. If your child is injured in any way outside school, it would be helpful to inform us of the cause to avoid any misunderstanding. Your child’s classteacher will ask you about injuries. Parents will be informed of concerns unless staff are certain tha the safety of the child will be affected by their doing so.

I agree to the above statement.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Rosehill Infant & Nursery School**

So that we can have a deep understanding of the make-up of the school we ask that you complete the form below. This information may be shared with a third party for data analysis

Pupil’s name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of birth:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Religion :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Place of worship attended: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ethnicity**

**Please circle one of the following:**

White British

Irish

Traveller of Irish Heritage

Gypsy/Roma

White Eastern European

Any Other White Background

Mixed White and Black Caribbean

White and Black African

White and Asian

Any Other Mixed Background

Asian or Asian British Indian

Pakistani

Bangladeshi

Any Other Asian Background

Black or Black British Caribbean

African

Any Other Black Background

Chinese

Any Other Ethnic Background \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Prefer not to say

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_