

Alsager Highfields Community Primary School

Pupil Admission Form

School Use only: Date of Admission: School Records: Doctor: Contacts:

DETAILS OF CHILD

Surname:
Forenames: Gender: Male / Female
(please underline name usually used) Date of Birth:

Parent(s)/Guardian(s) (with title):
Home Address:
.....
.....
..... Postcode:
Telephone No:

MEDICAL - which doctor is your child registered with?

Dr
Surgery Address
..... Telephone No

Does your child have a long-term medical condition of which the school needs to be aware?
.....
.....

Who is nominated to give consent to medical treatment?
.....

EMERGENCY CONTACTS - who should the school contact if there is no-one at home (e.g. parent / grandparent / neighbour) and where (e.g. home / work)?

Name	Name
Relationship	Relationship
Place	Place
Telephone	Telephone

ETHNIC ORIGIN, HOME LANGUAGE AND RELIGION - you are invited to fill in any relevant information in this area.

Ethnic Origin:
Home Language:
Religion:

DETAILS OF PARENT - IF LIVING AWAY FROM CHILD - this information is needed to enable the school and Education Authority to meet their legal obligations, see note below.

Name

Address

..... Postcode

Telephone - *Home* *Work*

PREVIOUS SCHOOL(S) - please give name and address of your child's previous school(s). This does not apply to children starting in the Reception class.

School Name:

Address:

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CHILDREN IN RECEPTION CLASS - if your child has attended a Nursery or Pre-School Playgroup, please give details below.

.....

OTHER INFORMATION - is there any other information which you feel the school ought to know?

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Please return this form to the school office or your child's class teacher as soon as possible as some details, such as emergency contacts, are needed immediately. If you have more than one child starting at the same time, shared information does not need to be repeated provided the forms are fastened together. If there are items, such as doctor's name and address, which are not yet finalised please state this on the form and let the school know when the information is available.

N.B. Everyone with parental responsibility has a right to participate in major decisions about a child's education, even though, for day to day purposes, the school's main contact is likely to be the person with whom the child lives on school days.

The Headteacher must obtain the names and addresses of all those with parental responsibility when parents or guardians register a pupil. These details must be included on the admissions form and in the admissions register. If circumstances change, please inform the school. Further information regarding "those with parental responsibility for a child", published by the Department for Education and Employment, is available from the school office.

Thank you.