ADMISSION FORMS

- Please complete all forms and return to the school office.
- Please note: we can only accept fully completed forms with the original Birth Certificate, Passport (if your child has one), and a current utility bill.
- If we do not have a place for your child, they will be put onto our school waiting list.
- If you accept a school place at another school, please inform us so that we can remove your child from our waiting list.

Many thanks
# ADMISSION FORM

## Child’s Details:
- **Child’s Forename:** __________  
- **Middle Name:** __________  
- **Surname:** __________  
- **DOB:** ___/___/___  
- **Gender:** (M/F) ___  
- **Country of Birth:** __________  
- **Date of arrival in UK:** ___/___/___  
- **Birth Certificate/Passport seen:** Yes/No  
- **Brothers/Sisters:** __________  
- **Date of Admission:** ___/___/___  
- **UPN:** __________  
- **Reg:** ______  
- **Asylum Seeker:** Yes/No  
- **Refugee:** Yes/No  
- **Address:** ____________________________________________________________________  
- **Postcode:** __________  
- **Home Telephone Number:** __________  
- **Mobile Telephone Number:** __________  
- **School Meals:** (please circle)  
  - Free School Meal  
  - Paid School Meal  
  - Sandwiches From Home  
  - Home Dinners  
- **Food not allowed to eat:** ____________________________________________________________________  
- **Email:** ____________________________________________________________________  
- **VAT:** GB112082130  
- **Head Teacher:** Dr. H. Rudeforth FRSA  
- **Chair of G.B.:** Mr S. McQueen  

## Parent’s / Carer’s Details:
- **Title:** (Mrs/Miss/Ms)  
- **Title:** Mr  
- **Mother’s Forename:** __________  
- **Surname:** __________  
- **Father’s Forename:** __________  
- **Surname:** __________  
- **Address, if different from above:** ____________________________________________________________________  
- **Postcode:** __________  
- **Home Telephone:** __________  
- **Work Telephone:** __________  
- **Mobile:** __________  
- **Language/Educational Background:**  
  - **First Language of Pupil:** __________  
  - **Other Language Spoken:** __________  
  - **Is the pupil’s spoken First Language:** (Please circle)  
    - Good  
    - Alright  
    - Limited  
    - Not sure  
  - **Does anyone in the family speak English?:** (Please circle)  
    - Yes  
    - No  
    - Who? ____________________________________________________________________
School History:

Previous School
Name:_________________________________________________________________________________
Address:_______________________________________________________________________________________
_________________________________________________________________________________________
Postcode:_________________
Telephone:_______________________________________ Date From:    ___/___/___ Date To    :___/___/___
Has your child attended school abroad? Yes / No If so, for how many years?:_____________
In which country has your child attended school?:____________________________________________

Medical Information:

Doctor’s Name:_________________________________________________________________________________
Address:_______________________________________________________________________________________
_________________________________________________________________________________________
Postcode:_________________
Telephone:____________________________________________________________________________________

Medical History:

Medical Condition/History:_______________________________________________________________________
Medication:___________________________________________________________________________________
Allergies:______________________________________________________________________________________

Emergency Contacts:

Contact 1:
Title: (Please circle) Mr / Mrs / Miss / Ms
Forename:___________________________________ Surname:_______________________________________
Address:_______________________________________________________________________________________
________________________________________________________________                           Postcode:______________________
Telephone:__________________________________ Mobile:________________________________________
Relationship to child:__________________________________________________________________________

Contact 2:
Title: (Please circle) Mr / Mrs / Miss / Ms
Forename:___________________________________ Surname:_______________________________________
Address:_______________________________________________________________________________________
________________________________________________________________                           Postcode:______________________
Telephone:___________________ Mobile:_______________ Relationship to child:______________________

I am aware of and fully support the school’s safety rules and behaviour policies. I accept responsibility for my
child’s behaviour at school and agree to pay for any damage to school property which my child may have caused by
negligence or a   deliberate act of vandalism.
Signed (Parent/Carer):____________________________________________ Date:____/____/____
**DIETARY FORM**

Child’s Forename:___________  Middle Name:______________  Surname:______________

Address:____________________________________________________________________________
_____________________________________________________________________________________
Postcode:____________________________________________________________________________

Class:_______________  DOB:____/____/____

Please tick the boxes below if any of these apply to your child, if not, please leave blank:

<table>
<thead>
<tr>
<th>Halal Only</th>
<th>Vegetarian Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>No Pork</td>
<td>Vegetarian &amp; Egg Only</td>
</tr>
<tr>
<td>Fish Only</td>
<td>Vegetarian &amp; Fish Only</td>
</tr>
<tr>
<td>Kosher Foods Only</td>
<td>No Beef</td>
</tr>
<tr>
<td>No Dairy Produce</td>
<td>No Artificial Colouring</td>
</tr>
<tr>
<td>No Nuts (Allergy)</td>
<td></td>
</tr>
<tr>
<td>No Sea Food (Allergy)</td>
<td></td>
</tr>
<tr>
<td>Gluten Free</td>
<td></td>
</tr>
</tbody>
</table>

Please state any other allergy (or other useful information):__________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Parent/Carer signature:_____________________________________  Date:____/____/_____
HOME-SCHOOL AGREEMENT

As a school (and in line with our School Charter), we will do our best to:

- Ensure that all pupils learn well, that they know their targets, and that they work effectively to achieve these.
- Encourage and challenge pupils so that they can reach their full and true potential.
- Encourage children to ask questions.
- Listen to all ideas and opinions with equal value and respect.
- ‘Look out for’ all children in all respects.
- Make sure that, where possible, all children eat their lunch and drink plenty of water.
- Keep all areas of our school clean, tidy and accessible.
- Ensure that pupils are supervised at all times.
- Encourage pupils to work and socialise with lots of different children.
- Ensure that all children understand how to keep themselves safe online and that they stay safe at all times.

Specifically, as a school, we will do our best to:

- Deliver a broad and balanced curriculum.
- Share curriculum overview plans with parents and carers on the school’s website so that families can support their child/ren’s learning at home.
- Involve parents and carers in bringing the learning vibrantly to life out of school time.
- Set and manage homework, as appropriate.
- Provide parents with opportunities to discuss their child/ren’s progress.
- Provide parents and carers with regular termly Newsletters.
- Provide a welcoming and open environment in which parents are happy to discuss any concerns, so that we can re-

As a parent/carer, I will do my best to:

- Make sure that my child:
  - Arrives at school on time every day.
  - Takes responsibility for their own learning, completes all homework, and researches topics that interest them.
  - Provide opportunities for my child’s learning to be enriched when at home or when out and about.
  - Understands their rights and responsibilities so that they follow the school rules at all times.
  - Knows that it is important to show respect to everyone in school.
  - Knows how to resolve any issues in school effectively, calmly, and with respect and dignity.
Ensure that I do my best to:

- Attend Parents’ Evenings.
- Provide the school with up-to-date information (e.g. telephone numbers, addresses, medical conditions).
- Treat everyone in school with respect, following the ‘Standards of behaviour and conduct on the school premises’ policy (as given on the school’s website).

I will:

- Pay any dinner money that I owe, on time and in full, if I want my child to eat at school (unless my child is entitled to free school meals, or if they have a packed lunch or home dinners). (Dinner Money Policy: please see the school’s website).
- Pay any monies that I owe in respect of trips (etc.), in line with the school’s Charging & Remissions Policy.
- Contact the school straight away if I have any difficulties in making such payments.

Parent/carer’s signature: _________________________________ Date: ___________

As a pupil, I will do my best to:

- Come to school on time every day.
- Be kind and thoughtful and follow the school’s rules.
- Make sure that I take all letters home and give them to my parent/carer.

I will follow the School Charter. Specifically, I will:

- Work hard at all times.
- Listen to all adults in school, no matter what they do or teach.
- Help and support our friends in their learning.
- Ask questions to help me to understand.
- Express our opinions in a clear and calm way.
- Eat healthily and drink plenty of water during the day.
- Look after myself and others.
- Communicate openly with teachers about any worries or concerns.
- Walk sensibly around school.
- Keep all areas clean and tidy.
- Include everyone in our games, groups and lessons.
- Be responsible for myself, others and the equipment that I use.

Pupil’s signature: _________________________________ Date: ___________
PHOTOGRAPHIC PERMISSION CONSENT

Child’s name:____________________________ Class:_____

I give permission for photographs of my child (or for video recordings containing my child) to be used in the following ways:

♦ In the school newsletter.
♦ On displays and bulletin boards.
♦ On the school website.
♦ In the school’s prospectus.
♦ On the interactive television screen.
♦ In other school-associated publications/recordings/websites.

These photographs or videos might reflect your child’s participation or achievement in, e.g. educational activities at school, special school events/assemblies, educational visits, or at sporting events, etc.

The time for which any photographs/videos will be displayed will vary.

Please note that no personal information regarding any pupil will be contained in the school website or on the interactive television screen.

I understand that my consent will remain valid throughout my child’s time at school, unless I notify the school to the contrary in writing.

Name of Child:______________________________________________________ Class:_____________

Name of Parent/Carer:___________________________________________________________________

Signature of Parent/Carer:_____________________________________________ Date:____/____/____

Created by K. Bhogal. Updated 18/10/2018
PARENTS'/CARERS’ INFORMATION SHEET FOR WHEN APPLYING FOR FREE SCHOOL MEALS

This is the actual link to use when you apply for Free School Meals online:

https://www.cloudforedu.org.uk/ofsm/birmingham/

You will need to enter this address in the Internet Explorer address bar, as per this screen shot:

Once you have completed your online application, you will get a decision straight away with a green outline to indicate that, “Yes, your child is eligible for Free School Meals”, or a red outline to indicate that your child is not eligible. You will need to bring a printout of this decision to show the school office staff.