



Whitmore Park Primary School is a data controller. We collect your data and your child's data in accordance with the General Data Protection Regulation 2016 and domestic data protection legislation. We process parents/guardian and pupil information for the purpose of fulfilling a legal obligation and in order to educate and safeguard the pupils in our care. For information collected that does not fall under this legal basis, we will always ask for your consent to process this information. Our privacy notice is attached to this form and outlines what information we collect, why we collect it, where we collect it from, where it is shared, how long it is stored and your rights as an individual. Please read our privacy notice before completing this form. The privacy notice, data protection policy and record retention schedule can be found on the school's website.

SECTION 1. PLEASE ENTER YOUR CHILD'S DETAILS ACCURATELY AND COMPLETELY:

| | | | |
|-----------------------------|---|--|----------|
| Pupil's Surname: | | <i>Pupil's Legal Surname (if different)</i> | |
| Pupil's Forename: | | <i>Pupil's Legal Forename (if different)</i> | |
| Pupil's Middle Name: | | Date of Birth: | __/__/__ |
| Gender: | <input type="checkbox"/> Male <input type="checkbox"/> Female | Postcode: | |
| Home address | | | |

SECTION 2. PARENT & EMERGENCY CONTACT INFORMATION

| | |
|--|--------------------------|
| Parent or Guardian Details (1): | |
| Title: Mr / Mrs / Miss / Ms / Other: _____ | |
| Forename: | Surname: |
| Does this person have parental responsibility for the child? Yes / No * | |
| Relationship to the child: | |
| Does this person live at the same address as the child? Yes / No * | |
| If different, please provide address: | Home telephone: |
| | Mobile telephone: |
| | Work telephone: |
| Postcode: | |
| <p>We share email and telephone numbers with our communications supplier under a written agreement so that we can send you communication about your child and updates from school. You can view our supplier's privacy notice at https://schoolcomms.com/privacy-policy/</p> | |
| Email address: | |

| | | |
|---|-----------------------|----------|
| <p>We ask for your date of birth in order to promote accuracy within our contracted software system. It is not shared anywhere else. This is provided with your consent and you do not have to fill this part of the form. If you do provide this information, you can withdraw it at any point by contacting the school.</p> | Date of birth: | __/__/__ |
|---|-----------------------|----------|

| | |
|--|--------------------------|
| Parent or Guardian Details (2): | |
| Title: Mr / Mrs / Miss / Ms / Other: _____ | |
| Forename: | Surname: |
| Does this person have parental responsibility for the child? Yes / No * | |
| Relationship to the child: | |
| Does this person live at the same address as the child? Yes / No * | |
| If different, please provide address: | Home telephone: |
| | Mobile telephone: |
| | Work telephone: |
| Postcode: | |
| <p>We share email and telephone numbers with our communications supplier under a written agreement so that we can send you communication about your child and updates from school. You can view our supplier's privacy notice at https://schoolcomms.com/privacy-policy/</p> | |

Parent or Guardian Details (2) continued:

| | | | | | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Email address: | | | | | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

| | |
|--|---|
| <p><small>We ask for your date of birth in order to promote accuracy within our contracted software system. It is not shared anywhere else. This is provided with your consent and you do not have to fill this part of the form. If you do provide this information, you can withdraw it at any point by contacting the school.</small></p> | <p>Date of birth: ___/___/___</p> |
|--|---|

Does anyone else hold parental responsibility for the child (e.g. grandparents): Yes / No

If Yes, please provide documentation to verify this statement, as we may rely on the holder of parental responsibility's consent for future reference. This information may be shared in accordance with our privacy notice.

SECTION 3. HOME INFORMATION

We collect this information due to our legal obligation under Section 537A of the Education Act 1996 and The Education (Pupil Information) (England) (Miscellaneous Amendments) Regulations 2016.

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|---|--|
| <p>Child's First Language This is the first language the pupil was exposed to during early development and continues to be exposed to in the home or in the community.</p> | |
|---|--|

We collect this information in order to make a fully informed decision in regards to the application of a child's placement in regards to our Admissions Policy, this can be viewed on the school website.

| | | | | | |
|---|------------|--|-----------|--|-------------------------------|
| Does the child have any siblings at Whitmore Park Primary: | YES | | NO | | If yes, please provide names: |
| Looked after children - is the child in the care of the local authority: | YES | | NO | | If yes, which authority: |

SECTION 4. NURSERY REQUIREMENTS

Whitmore Park Primary School offers nursery places to children once they are 3-years old.

- All 3-year olds are entitled 15 hours of free nursery provision per week during term time (from the start of the term after they turn 3).
- Our nursery sessions are:
 - Morning sessions (8:30 – 11:30am) Mon-Fri
 - Afternoon sessions (12:15 – 3:15pm) Mon-Fri
- If you are interested in all-day provision please tick the box below. All-day places are subject to availability.
- Please see our Nursery Admissions policy for further information.

| | | | | |
|---|-----------------------------|--|-------------------------------|--------------------------------|
| Please tick which nursery session you would prefer: | 5 x morning sessions | | 5 x afternoon sessions | |
| If you are interested in all-day provision please tick: | YES | | NO | |
| Are you eligible for the 30-hour childcare funding | YES | | NO | Don't know (see below)* |

*To find out more information about the 30-hour funding please visit <https://childcare-support.tax.service.gov.uk>

Please enter the **full name** of the person completing this form and **sign** and **date** here:

The person completing this form must have parental responsibility for the child.

FULL NAME: _____ **SIGNATURE:** _____ **DATE:** _____

YOU MUST PROVIDE YOUR CHILD'S BIRTH CERTIFICATE TO THE SCHOOL WITH THIS FORM SO THAT A COPY CAN BE TAKEN BY THE SCHOOL

| | |
|-------------------------|---|
| For Office Use Only: | |
| Date Received in School | N1 or N2 |
| Siblings in school | YES NO Admission Group |
| Catchment area | YES NO Birth Certificate |
| EAL | YES NO Date Entered onto system |