

ST.MARY'S CATHOLIC PRIMARY SCHOOL

BARN LANE
BODMIN CORNWALL PL31 1LW
Telephone No. (01208) 73218
Fax No. (01208) 73383
Email: head@st-marys-bod.cornwall.sch.uk

ENROLMENT 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)

Please state why you have chosen to apply for a place at our Catholic School:

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	/ /	✓ / ✗
		Female/Male	/ /	✓ / ✗
		Female/Male	/ /	✓ / ✗

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:
Parental Responsibility – YES / NO Court Order – YES / NO
Relationship: Mother Father Step Parent Foster Parent Grandparent
 Other Relative Neighbour Other Contact Guardian Social Worker

*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:
Parental Responsibility – YES / NO Court Order – YES / NO
Relationship: Mother Father Step Parent Foster Parent Grandparent
 Other Relative Neighbour Other Contact Guardian Social Worker

*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:
Parental Responsibility – YES / NO Court Order – YES / NO
Relationship: Mother Father Step Parent Foster Parent Grandparent
 Other Relative Neighbour Other Contact Guardian Social Worker

*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:

Parental Responsibility – YES / NO Court Order – YES / NO

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

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: [] Kosher foods only
[] No dairy produce
[] No nuts of any type/quantity
[] No pork

Telephone: [] Ramadan
[] Seafood allergy
[] Vegetarian

Doctor's Name:

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.

Emergency Medical Consent: (this confirms your agreement for the school to initiate appropriate medical treatment in the event of an emergency)

YES / NO (please delete)

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 [] Other White British [] White – Irish
[] Traveller of Irish Heritage [] Gypsy/Roma [] Any Other White background
[] White and Black Caribbean [] White and Black African [] White and Asian
[] Any Other Mixed Background [] Indian [] Pakistani
[] Bangladeshi [] Any Other Asian Background [] Black Caribbean
[] Black – African [] Any Other Black Background [] Chinese
[] Any Other Ethnic Group [] Refused [] Information Not Yet Obtained

First Language: ENGLISH [] or OTHER (please specify).....

Religion: (Please tick one of the boxes)

- | | | |
|---|--------------------------------------|---|
| <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 |
| <input type="checkbox"/> Roman Catholic | <input type="checkbox"/> Sikh | |

Baptised: YES / NO *Please provide evidence (copy of certificate) with this form.*

Section G - Pupil Additional Information:

Meals:

- Home Packed Lunch School Meal Free School Meal

Child of Service Personnel (Parent serving in Royal Navy, Army or RAF)

- Yes No

Mode of Transport:

- Car Walk Public Transport Taxi Bicycle

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.

.....
.....

Dates from:..... to

Section J – Declaration

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:

Print: Parent / Carer

NURSERY APPLICATIONS

Please note: An offer of a place at St Mary’s Catholic Nursery does NOT automatically secure a place into mainstream school the following year. Applications for the Reception class **must** be made separately to Cornwall Council.

I have read and understood the above Admission criteria. Signed:

SCHOOL PHOTOGRAPHIC, FILM AND MEDIA CONSENT FORM

We often take photographs or video film for publicity purposes. These images may appear in our printed publications and external publications or on our school website, Plymouth CAST website or social media sites. We may also send them to the media. We need your permission to do this.

Please answer questions 1, 2, 3 and 4 below, then sign and date the form where shown. Please circle: **Yes** or **No**.
Please cross out any options in the question that you do not want your photo/film to be used in/on.

1. May we use your image(s), or those of your child in printed publicity or promotional literature produced by the school, including leaflets, posters, newsletters including CAST newsletters and other display material? These may feature at St Mary's Catholic Primary School, Bodmin, and any of our other CAST schools.
Please be aware that all our Newsletters are uploaded onto our Website.

▶ Use of my child's image **Yes / No** ▶ Use of my image **Yes / No**

2. May we use your image(s), or those of your child on our school website and the Plymouth CAST website?

▶ Use of my child's image **Yes / No** ▶ Use of my image **Yes / No**

3. We regularly send publicity material about our services, including photographs where appropriate, to the news media, especially the local press (The Cornish Guardian). Can we use your photograph, or your child's, in this way?

▶ Use of my child's image **Yes / No** ▶ Use of my image **Yes / No**

4. May we use your image(s), or those of your child(ren) on our social media sites, Facebook and Twitter?

▶ Use of my child's image **Yes / No** ▶ Use of my image **Yes / No**

I have read and understood the conditions of use on the back of this form. **Yes / No.**

Pupil's Name:..... Year Group:.....

Signature:..... Date:.....

This form is valid for one year from the date of signing. Please inform us immediately if you (or your child's) personal circumstances change and you want to alter this consent form

Conditions of Use

1. This form is valid for one year from the date of signing. The consent will automatically expire after this time.
2. We will not re-use any images after this time.
3. We will not include details or full names (which means first name and surname) of any child or adult in an image on video, on our website, or in printed publications, without good reason. For example, we may include the full name of a competition prize-winner if we have their consent. However, we will not include the full name of a model used in promotional literature.
4. We will not include personal e-mail or postal addresses, or telephone or fax numbers on video or on our website or in printed publications.
5. If we use images of individual pupils, we will not use the name of that child in the accompanying text or photo caption without good reason. And if a pupil is named in the text, we will not use a photograph of that child to accompany the article without good reason. For example, we may include a picture and full name of a competition prize-winner if we have their consent. However, we will not include a picture and full name of a model used in promotional literature.
6. We may use group or class images with very general labels, such as "a science lesson" or "making Christmas decorations".
7. We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately.
8. We cannot film or take photographs of any child that is at risk or under a supervision order.
9. You may withdraw your consent at any time. Please inform us immediately if you (or your child's) personal circumstances change and you want to alter this consent form. Please note that where photographs have already been published it may not be possible to remove individual images.