




# WINTON PRIMARY SCHOOL



## PUPIL ADMISSION FORM


ADMISSION DATE	UPN	CLASS	YEAR

<b>NAME OF PUPIL:</b> Family name: _____ Forenames: _____ BOY M / GIRL F : _____	
<b>HOME ADDRESS:</b> ..... ..... ..... ..... ..... <b>POST CODE:</b> ..... <b>BOROUGH OF RESIDENCE:</b> ..... <b>IS THIS ADDRESS PERMANENT? YES/NO</b>	AGE:..... DATE OF BIRTH: .....  <b>HOME TELEPHONE NUMBER:</b>  .....  <b>BIRTH CERTIFICATE PROVIDED? YES/NO</b>

<b>FATHER/GUARDIAN'S NAME:</b> 1. ....	<b>MOTHER/GUARDIAN'S NAME:</b> 2. ....
<b>ADDRESS IF DIFFERENT FROM ABOVE:</b> ..... ..... ..... <b>POST CODE:</b> .....  ..... <b>Email Address:</b> .....	<b>ADDRESS IF DIFFERENT FROM ABOVE:</b> ..... ..... ..... <b>POST CODE:</b> .....  ..... <b>Email Address:</b> .....

**IF YOUR CHILD IS ILL OR HAS AN ACCIDENT AT SCHOOL IT IS MOST IMPORTANT THAT YOU CAN BE CONTACTED, PLEASE GIVE TWO EMERGENCY CONTACT NUMBERS AND LET THE SCHOOL KNOW IF THESE NUMBERS CHANGE:**

<b>FIRST EMERGENCY CONTACT:</b>  <b>NAME:</b> .....  <b>TEL:</b> .....  <b>IS THIS NUMBER HOME OR WORK?</b> .....  <b>MOBILE:</b> .....  <b>RELATIONSHIP WITH CHILD?</b> ..... (E.G. AUNT/GRANDMOTHER/FAMILY FRIEND ETC.)	<b>SECOND EMERGENCY CONTACT:</b>  <b>NAME:</b> .....  <b>TEL:</b> .....  <b>IS THIS NUMBER HOME OR WORK?</b> .....  <b>MOBILE:</b> .....  <b>RELATIONSHIP WITH CHILD?</b> ..... (E.G. AUNT/GRANDMOTHER/FAMILY FRIEND ETC.)
--	---

<p><b>HOW MANY CHILDREN UNDER 16 ARE THERE IN YOUR HOUSEHOLD?</b> .....</p> <p><b>WHAT POSITION IN THE FAMILY IS THIS CHILD?</b> .....</p> <p><b>DOES YOUR CHILD HAVE ANY BROTHERS/SISTERS AT WINTON?</b> YES/NO</p> <p><b>PLEASE GIVE THEIR NAMES:</b> .....</p> <p>.....</p>	<p><b>DOES YOUR CHILD NEED ANY REGULAR MEDICATION? :</b> YES/NO</p> <p><b>PLEASE GIVE DETAILS ON ANY MEDICATION:</b></p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p><b>YOUR CHILD'S DOCTOR:</b></p> <p><b>DR.</b> .....</p> <p><b>ADDRESS :</b> .....</p> <p>.....</p> <p>.....</p> <p> .....</p> <p><b>DOES YOUR CHILD HAVE A SOCIAL WORKER? :</b> YES/NO</p> <p><b>DOES YOUR CHILD HAVE CONTACT WITH:</b></p> <p>Education Welfare Officer</p> <p>Psychologist</p> <p>Speech Therapist</p> <p>Other .....</p>	<p><b>DOES YOUR CHILD HAVE ANY SPECIAL HEALTH NEEDS?</b></p> <p>(E.G. ASTHMA / GLUE EAR / HEARING LOSS / SHORT-SIGHTEDNESS /SICKLE CELL/DIABETES / LEFT HANDEDNESS / BED WETTING ETC.)</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p><b>ARE THERE ANY FOODS THAT YOUR CHILD SHOULD NOT EAT?</b></p> <p>.....</p>
<p><b>COUNTRY OF BIRTH OF CHILD</b></p> <p>.....</p> <p><b>NATIONALITY OF CHILD:</b></p> <p>.....</p> <p><b>MAIN HOME LANGUAGE:</b></p> <p>.....</p> <p><b>FIRST LANGUAGE SPOKEN:</b></p> <p>.....</p> <p><b>HOW WOULD YOU DESCRIBE YOUR CHILD</b></p> <p>NO LANGUAGE [ ]</p> <p>A NEW ENGLISH LANGUAGE SPEAKER [ ]</p> <p>DEVELOPING CONFIDENCE /COMPETENCE [ ]</p> <p>COMPETENT [ ]</p> <p>FLUENT [ ]</p>	<p><b>ASYLUM STATUS: ASYLUM SEEKER</b> <input type="checkbox"/></p> <p><b>REFUGEE</b> <input type="checkbox"/></p> <p><b>ETHNIC DATA SOURCE:</b></p> <p><b>YOUR FAMILY RELIGION:</b> .....</p> <p><b>ARRIVAL DATE (IF NOT BRITISH BORN):</b></p> <p>.....</p> <p><b>ETHNIC ORIGIN OF PARENT:</b> (please tick on attached sheet)</p> <p><b>DO YOU NEED AN INTERPRETER? : YES/NO</b></p> <p><b>NAME OF COMMUNITY SCHOOL, MOSQUE CLASS ETC THAT YOUR CHILD ATTENDS:</b></p> <p>.....</p>

<b>PLEASE TICK ONLY ONE OF THE FOLLOWING BOXES</b>	
<b>WHITE</b>	
1. BRITISH	
English <input type="checkbox"/>	Scottish <input type="checkbox"/> Welsh <input type="checkbox"/> Other White British <input type="checkbox"/>
2. IRISH <input type="checkbox"/>	TRAVELLER OF IRISH HERITAGE <input type="checkbox"/>
3. ANY OTHER WHITE BACKGROUND	
Albanian <input type="checkbox"/>	Kosovan <input type="checkbox"/> White European <input type="checkbox"/>
Bosnian-Herzegovinian <input type="checkbox"/>	Roma/Roma Gypsy <input type="checkbox"/> White Eastern European <input type="checkbox"/>
Croatian <input type="checkbox"/>	Serbian/Yugoslavian <input type="checkbox"/> White Western European <input type="checkbox"/>
Greek <input type="checkbox"/>	Turkish <input type="checkbox"/> White Other <input type="checkbox"/>
Greek Cypriot <input type="checkbox"/>	Turkish Cypriot <input type="checkbox"/> Kurdish <input type="checkbox"/> Italian <input type="checkbox"/>
GYPSY/ROMA <input type="checkbox"/>	
<b>MIXED/DUAL BACKGROUND</b>	
4. WHITE & BLACK CARIBBEAN <input type="checkbox"/>	
5. WHITE & BLACK AFRICAN <input type="checkbox"/>	
6. WHITE & ASIAN <input type="checkbox"/>	
7. ANY OTHER MIXED BACKGROUND <input type="checkbox"/>	
White and Chinese <input type="checkbox"/>	Black and Chinese <input type="checkbox"/>
White and any other ethnic group <input type="checkbox"/>	Black and any other ethnic group <input type="checkbox"/>
Asian and Black <input type="checkbox"/>	Chinese and any other ethnic group <input type="checkbox"/>
Asian and Chinese <input type="checkbox"/>	Other Mixed Background <input type="checkbox"/>
Asian and any other ethnic group <input type="checkbox"/>	
<b>ASIAN OR ASIAN BRITISH</b>	
8. INDIAN <input type="checkbox"/>	
9. PAKISTANI <input type="checkbox"/>	
Mirpuri Pakistani <input type="checkbox"/>	Other Pakistani <input type="checkbox"/>
10. BANGLADESHI <input type="checkbox"/>	
11. ANY OTHER ASIAN BACKGROUND	
African Asian <input type="checkbox"/>	Sri Lankan Sinhalese <input type="checkbox"/>
Kashmiri <input type="checkbox"/>	Sri Lankan Tamil <input type="checkbox"/>
Nepali <input type="checkbox"/>	Other Asian <input type="checkbox"/>
<b>BLACK OR BLACK BRITISH</b>	
12. CARIBBEAN	
Black Caribbean Background <input type="checkbox"/>	
13. AFRICAN	
Ghanaian <input type="checkbox"/>	Somali <input type="checkbox"/>
Nigerian <input type="checkbox"/>	Sudanese <input type="checkbox"/>
Sierra Leonean <input type="checkbox"/>	Other Black African <input type="checkbox"/>
14. ANY OTHER BLACK BACKGROUND	
Black European <input type="checkbox"/>	
Black North American <input type="checkbox"/>	
Other Black <input type="checkbox"/>	
<b>CHINESE</b>	
15. CHINESE	
Chinese <input type="checkbox"/>	Singaporean Chinese <input type="checkbox"/>
Hong Kong Chinese <input type="checkbox"/>	Taiwanese <input type="checkbox"/>
Malaysian Chinese <input type="checkbox"/>	Other Chinese <input type="checkbox"/>
<b>ANY OTHER ETHNIC GROUP</b>	
16. ANY OTHER ETHNIC GROUP	
Afghanistani <input type="checkbox"/>	Japanese <input type="checkbox"/> Moroccan <input type="checkbox"/>
Arab Other <input type="checkbox"/>	Korean <input type="checkbox"/> Polynesian <input type="checkbox"/>
Egyptian <input type="checkbox"/>	Kurdish <input type="checkbox"/> Thai <input type="checkbox"/>
Filipino <input type="checkbox"/>	Latin/South/Central American <input type="checkbox"/> Vietnamese <input type="checkbox"/>
Iranian <input type="checkbox"/>	Lebanese <input type="checkbox"/> Yemini <input type="checkbox"/>
Iraqi <input type="checkbox"/>	Malay <input type="checkbox"/> Any Other Ethnic Group <input type="checkbox"/>
DO NOT WISH TO ASSIGN AN ETHNIC CODE <input type="checkbox"/>	

<p><b>SERVICE CHILDREN IN EDUCATION</b></p> <p>ARE EITHER PARENTS A MEMBER OF THE ARMED FORCES?</p> <p>YES <input type="checkbox"/></p> <p>NO <input type="checkbox"/></p> <p>MODES OF TRAVEL: (please tick one)</p> <p>WALK <input type="checkbox"/>                      BUS <input type="checkbox"/></p> <p>BIKE <input type="checkbox"/>                              TAXI <input type="checkbox"/></p> <p>CAR <input type="checkbox"/></p> <p>TUBE/TRAIN <input type="checkbox"/></p> <p>BY CAR WITH ANOTHER FAMILY <input type="checkbox"/></p>	<p><b>LUNCH ARRANGEMENTS</b></p> <p>WHAT LUNCH DO YOU WANT YOUR CHILD TO HAVE:</p> <p>FREE <input type="checkbox"/></p> <p>PAID <input type="checkbox"/></p> <p>HOME LUNCH <input type="checkbox"/></p> <p>PACKED LUNCH <input type="checkbox"/></p> <p>IF YOU ARE ON BENEFITS: HAVE YOU COMPLETED AN ISLINGTON FREE SCHOOL MEAL FORM? .....</p> <p><i>ALL PARENTS NEED TO COMPLETE A FORM AS ISLINGTON CURRENTLY RUN A FREE SCHOOL MEALS INITIATIVE</i></p>
---	--

<p><b>WELFARE</b></p> <p>IS YOUR CHILD CURRENTLY IN CARE? YES/NO</p> <p>IN CARE DETAILS:                      START DATE..... END DATE.....</p> <p>CARE AUTHORITY.....</p> <p>CHILD PROTECTION REGISTER: START DATE..... END DATE.....</p> <p>AUTHORITY.....</p>
--

<p><b>SCHOOL HISTORY</b></p> <p>HAS YOUR CHILD ATTENDED ANOTHER SCHOOL BEFORE WINTON? YES/NO</p> <p>IF YES, WHICH SCHOOL?</p> <p>(Last School) NAME.....</p> <p>ADDRESS.....</p> <p>PHONE NO. ....</p>	<p>2<sup>nd</sup> School:.....</p> <p>FROM ..... TO .....</p> <p>3<sup>rd</sup> School:.....</p> <p>FROM ..... TO .....</p> <p>4<sup>th</sup> School:.....</p> <p>FROM ..... TO .....</p>
--	---

<p><b><u>EDUCATIONAL VISITS</u></b></p> <p>Educational visits are arranged regularly to museums, places of interest and various religious buildings. I give permission for my child to go on visits outside the school grounds. I understand the visits will be supervised and the school will inform me when a visit is to take place.</p> <p>Signed.....</p> <p><b><u>JEWELLERY</u></b></p> <p>Children are discouraged from wearing jewellery in school. For safety and security we ask that no jewellery of any kind is worn to school except stud earrings.</p> <p>I have read the above statement and will take full responsibility for any loss, damage or accidents that result from my child wearing jewellery.</p> <p>Signed.....</p>
---

<p><b>IS THERE ANY FURTHER INFORMATION THAT MIGHT HELP YOUR CHILD AT WINTON?</b></p> <p>ARE THERE ANY SPECIAL INSTRUCTIONS REGARDING COLLECTION OF YOUR CHILD FROM SCHOOL OR RESTRICTIONS ETC.?</p>
---

## e-safety agreement form

As the parent or legal guardian of the above pupil(s), I grant permission for my daughter or son to have access to use the Internet, LGfL e-mail and other ICT facilities at school.

I know that my daughter or son has signed an e-safety agreement form and that they have a copy of the 12 'rules for responsible ICT use'. – **KEY STAGE 2 ONLY**

I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the Internet and mobile technologies, but I understand that the school will take every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials. These steps include using an educationally filtered service, restricted access e-mail, employing appropriate teaching practice and teaching e-safety skills to pupils.

I understand that the school can check my child's computer files, and the Internet sites they visit, and that if they have concerns about their e-safety or e-behaviour that they will contact me.

I will support the school by promoting safe use of the Internet and digital technology at home and will inform the school if I have any concerns over my child's e-safety.

### Use of digital images - photography and video

**I also agree to the school using photographs of my child or including them in video material, as described in the document 'Use of digital images - photography and video'. I have read and understood this document. I understand that images will only be used to support learning activities or in publicity that reasonably promotes the work of the school, and for no other purpose.**

To comply with the Data Protection Act 1998, we need your permission before we can photograph or make recordings of your daughter / son.

We follow the following rules for any external use of digital images:

**If the pupil is named, we avoid using their photograph.**

**If their photograph is used, we avoid naming the pupil.**

Where showcasing examples of pupils work we only use their first names, rather than their full names.

If showcasing digital video work to an external audience, we take care to ensure that pupils aren't referred to by name on the video, and that pupils' full names aren't given in credits at the end of the film.

Only images of pupils in suitable dress are used.

Examples of how digital photography and video may be used include:

- **Your child being photographed (by the classroom teacher, teaching assistant or another child) as part of a learning activity;**  
e.g. photographing children at work and then sharing the pictures on the Interactive whiteboard in the classroom allowing the children to see their work and make improvements.
- **Your child's image for presentation purposes around the school;**  
e.g. in school wall displays and PowerPoint® presentations to capture images around the school or in the local area as part of a project or lesson.
- **Your child's image being used in a presentation about the school and its work in order to share its good practice, celebrate its achievements and provide information, which is shown to other parents, schools or educators and is accessible on request by the general public;**  
e.g. on our school website, within a CDROM / DVD or a document sharing good practice or in our school prospectus. In rare events, your child's could appear in the media if a newspaper photographer or television film crew attend an event.

**At this school we only use London Grid for Learning with pupils. The e-mail is 'safe' as pupils can only e-mail others in their class. We do not set-up individual e-mail accounts until Year 3. Where we choose to let pupils communicate with others outside of the school, we only do so with those approved by the school. We tell pupils to never give out their e-mail to strangers unless they have approval. Note: If we, or you, actually wanted your child's image linked to their name we would contact you separately for permission, e.g. if your child won a national competition and wanted to be named in local or government literature.**

Further information for parents on e-Safety can be found at:

<http://www.parentscentre.gov.uk/usingcomputersandtheinternet/linksbytopic/>

Signed by Parent/Carer.....Date.....

## Privacy Notice:

### Information about pupils in schools, alternative provision, pupil referral units and children in early years settings

#### Data Protection Act 1998: How we use pupil information

We collect and hold personal information relating to our pupils and may also receive information about them from their previous school, local authority and/or the Department for Education (DfE). We use this personal data to:

- support our pupils' learning
- monitor and report on their progress
- provide appropriate pastoral care; and
- assess the quality of our services

This information will include their contact details, national curriculum assessment results, attendance information, any exclusion information, where they go after they leave us and personal characteristics such as their ethnic group, any special educational needs they may have as well as relevant medical information. *For pupils enrolling for post 14 qualifications, the Learning Records Service will give us the unique learner number (ULN) and may also give us details about your learning or qualifications.*

The Health and Social Care Act 2012 placed a duty on Local Authorities to promote the health and wellbeing of their population, reduce health inequalities and gave them statutory responsibilities for public health with effect from April 2013. The London Borough of Islington agreed to deliver their public health responsibilities through a shared service known as 'Camden & Islington Public Health' and on occasion they may also commission NHS functions to help deliver their statutory duties. The Local Authority may therefore be obliged to disclose pupil names and addresses they have collated from our school directly to the health services they have commissioned in order that they may in turn contact families directly to seek consensual participation (such as the national height and weight measurement exercise). Where such sharing occurs the Local Authority will take steps to ensure information is shared securely and proportionately.

Local Authorities also have a duty under section 14(1) of the Education Act 1996 for school place planning. However, data relating to children who are not resident in Islington and are attending Islington schools are not readily available to the pupil's resident Local Authority. The London Borough of Islington will therefore share anonymised data relating to pupils living outside of Islington with their respective Local Authority for statutory purposes only, such as school place planning.

We will not give information about our pupils to anyone without your consent unless the law and our policies allow us to do so. If you want to receive a copy of the information about your son/daughter that we hold, please contact:

Chrissy Hector Senior School Admin Officer

We are required, by law, to pass certain information about our pupils to our local authority (LA) and the Department for Education (DfE).

DfE may also share pupil level personal data that we supply to them, with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1998.

Decisions on whether DfE releases this personal data to third parties are subject to a robust approval process and are based on a detailed assessment of who is requesting the data, the purpose for which it is required, the level and sensitivity of data requested and the arrangements in place to store and handle the data. To be granted access to pupil level data, requestors must comply with strict terms and conditions covering the confidentiality and handling of data, security arrangements and retention and use of the data.

For more information on how this sharing process works, please visit:

<https://www.gov.uk/guidance/national-pupil-database-apply-for-a-data-extract>

For information on which third party organisations (and for which project) pupil level data has been provided to, please visit:

<https://www.gov.uk/government/publications/national-pupil-database-requests-received>

If you need more information about how our local authority and/or DfE collect and use your information, please visit:

- our local authority at <https://www.islington.gov.uk/children-and-families/childrens-services-privacy-notice>

or

- the DfE website at <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

Parent signature..... Date .....