



**RAVENSDALE PRIMARY SCHOOL
NURSERY CLASS & PLAYGROUP AM – ADMISSION FORM 2019**



The school is a Data Controller for the purpose of the General Data Protection Regulation 2016 and Data Protection Act 2018. The school will only use the information you provide to meet our legal and public task duties. We will only share this information in accordance with Data Protection Legislation. Sometimes we may need to gain your consent.

We will keep the personal data you provide confidential and treat it in accordance with the requirements of Data Protection legislation.

More information on how we handle personal information and your rights under the Data Protection legislation can be found in our Privacy Notice.

If you would like this form to be reproduced in a language other than English, please notify the school office.

Child's legal surname: _____ Preferred surname: _____

Child's forenames: _____

Date of Birth: _____ Sex: Male/Female _____

Home Address: _____

Postcode _____

Home Telephone Number (Landline): _____ Mobile: _____

Email address (Please print clearly):

Are you happy for school to contact you via email regarding your application? Yes No

Playgroup (please name any pre-school settings attended): _____

All other children in family:

Child's Name: _____ D.O.B: _____ School (if applicable): _____

Parent / Guardian / Carer's Details:

The law requires that we must try to establish a register of each pupil's parents and those with legal responsibility. **Please give the name and address of those with parental/legal responsibility.**

1. Name: _____ Relationship to the child: _____

Does the child live with you? Yes No

Address: _____

Emergency Contact Numbers: _____

2. Name: _____ Relationship to the child: _____

Does the child live with you? Yes No

Address: _____

Emergency Contact Numbers: _____

3. Name: _____ Relationship to the child: _____

Does the child live with you? Yes No

Address: _____

Emergency Contact Numbers: _____

If you need to add on anyone else with parental responsibility, please add them onto the end of this form.

Has everyone with legal parental responsibility been consulted over this admission request?

Yes No

Is there any further information about who has legal contact with the child that we should be aware of?

Please detail below: _____

Name and address of daytime carer (if different from the above for e.g. Childminder)

Name: _____ Address: _____

Telephone Number: _____ Days and times (when carer looks after your child): _____

Medical Information:

Family Doctor's name: _____ Telephone No: _____

Address: _____

Does your child require any regular medication (inc. inhalers) please provide details: _____

Any other medical facts or special needs that we need to be aware of?

Has your child got any special dietary requirements? _____

Does your child have any of the following (please add details where applicable)

Hearing or speech difficulties:

Are any outside agencies working your family? If yes, please provide details below to enable us to support your family: _____

Allergies, please state:

Does your child wear glasses? _____ When: _____

Is your child right handed?

Is your child left handed?

Child's Language Information (please complete where applicable)

Child's first language: _____ Home language: _____

Languages spoken at home by child with:

Mother	Father	Main Carer	Siblings	Other Family member

Place/Country of Birth: _____ Arrival date in UK (if applicable) _____

Previous Country of residence: _____ Nationality: _____

Parent's language information (please complete where applicable)

Is an interpreter required to communicate with parents? Yes No

Would you like important school literature translated into another language, if an interpreter is needed, in what language would this need to be? _____

Does your family have their own interpreter available? Yes No

Name: _____ Contact Number: _____

Which languages can parents read and write: _____

Religious Information

Do you follow a particular religion: Yes No

What is your religion: _____

Does your family celebrate any festivals, what festivals does your child take part in:

Are there any reason why your child may not join in Religious Assemblies and are there any procedures that are prohibited by religious or cultural beliefs? _____

PLEASE NOTE

A place at the nursery/playgroup does not convey preference or priority for admission to the school to which the nursery/playgroup is attached. If a place is offered the school will need to see sight of the child's original birth certificate or passport.

The school can also check with the local authority to verify that the address given is the main residence address for the child. An offer can be withdrawn if this is not correct.

Signed: _____

Date: _____

Please print Name: _____ Relationship to child: _____



RAVENSDALE PRIMARY SCHOOL
NURSERY CLASS & PLAYGROUP AM



REQUESTED SESSION FORM

THE TIMES OF THE SESSIONS ARE:

Morning Nursery & morning Playgroup: 8.45am – 11.45am

Afternoon Nursery: 12.15pm – 3.15pm

OPTION A – NURSERY ONLY

Which session would you prefer for Nursery? Morning OR Afternoon

If your first choice of Nursery session is full, would you accept the alternative session?

Yes No

If a Nursery place was not available would you be interested in a morning Playgroup place?

Yes No

OPTION B – ALL DAY PLACE, 8.45AM – 3.15PM

An all day place comprising (morning Playgroup, lunchtime Raven Club and afternoon Nursery). A 30 hour code must be obtained by 31/7/19 or full fees are payable for Raven Club and morning Playgroup. This will provide all day provision from 8.45am to 3.15pm Monday to Friday. The cost will be £55.00 per week (£47.50 for Playgroup and £7.50 for lunchtime Raven Club). **Full fees are due in the event of illness or absence.** Please note that any funding cannot be shared between the setting and any childminders during any transition period.

I want an all day place Yes

Please note we are not a childcare provider and we must adhere to our admission policy when allocating full time places.

I will apply for the 30 hour code before 31/7/19 Yes No

I will be paying for the additional provision? Yes No

Please state overleaf reasons for preference, i.e. if you are a working/studying parent or you have a valid reason for requiring an all day place. Please note that all fees must be paid on time or in advance and paid by the parent. We cannot claim payments back from colleges/universities it is your responsibility to pay for fees and then claim back any monies due. **Non payment will result in the place being withdrawn.**

OPTION C – LUNCH TIME RAVEN CLUB 11.45AM – 12.15PM

Alternatively, if your child is offered a morning or afternoon place, would you require lunchtime club only?

Yes No

Please note that Raven Club operates from 11.45am to 12.15pm at a cost of £1.50 per day. You will need to send your child into school with a packed lunch.

Any reason for preference can be stated overleaf and due to pressure of places, the school reserves the right to check any information and to make a final decision.

Further information:

You will be notified by email or letter shortly after the Easter holiday confirming offer of place(s). If your child is offered a place, you will be invited to a meeting at a later date to introduce you to the Nursery/Playgroup setting and to have a tour of the school. Further forms will then be issued to you with regard to end of session collection arrangements and induction and start dates for your child.

Reason for Preference: _____



RAVENSDALE PRIMARY SCHOOL
 'Working together to be the best we can possibly be!'



Data Collection Form - Pupil Ethnicity

Child's full name: _____ **Date of birth:** _____

*Our ethnic background describes how we think of ourselves. This may be based on many things including, for example, our skin colour, language, culture, ancestry or family history. **Ethnic background is not the same as nationality or country of birth.***

Please study the list below and tick one box only to indicate the ethnic background of the pupil or child named above and tick whether the form was filled in by a parent or the pupil. Can you also complete the additional information requested below.

White

- ◆ British
- ◆ Irish
- ◆ Traveller of Irish Heritage
- ◆ Gypsy/Roma
- ◆ Any other White background

Mixed

- ◆ White and Black Caribbean
- ◆ White and Black African
- ◆ White and Asian
- ◆ Any other mixed background

Asian or Asian British

- ◆ Indian
- ◆ Pakistani
- ◆ Bangladeshi
- ◆ Any other Asian background

Black or Black British

- ◆ Caribbean
- ◆ African
- ◆ Any other Black background

Chinese

Any other ethnic background

This information was provided by:	
Parent	<input type="checkbox"/>
Pupil	<input type="checkbox"/>

I do not wish an ethnic background category to be recorded

First language spoken: _____ **Home language:** _____

Nationality: _____ **Country of birth:** _____

(Any information you provide will be used solely to compile statistics on the school careers and experiences of pupils from different ethnic backgrounds, to help ensure that all pupils have the opportunity to fulfil their potential. These statistics will not allow individual pupils to be identified. From time to time the information will be passed on to the Local Education Authority and the Department for Education and Skills (DfES) to contribute to local and national statistics. The information will also be passed on to future schools, to save it having to be asked for again.)