

COURT FIELDS SCHOOL Data Collection

Please complete this form and return to the school office.

PLEASE PRINT

Legal Surname:		Preferred Forename: Middlename:		
Legal Forename:			Gender:	M / F
Date of Birth:		School Year:		Reg Group:
Address:				
2nd Home Address: Only in the case of FORMAL SHARED CARE ARRANGEMENTS				

Please give details of all persons who have Legal Parental Responsibility and anyone else you wish to be contacted in an emergency. Please make a note of the order that you wish for them to be contacted in an emergency.
 For the definition of Legal Parental Responsibility, please refer to the Direct Gov website and the section on Parental Rights and Responsibilities. <http://www.education.gov.uk/schools/pupilsupport/parents/a0014568/parental-responsibility>

Priority	Legal Parental Responsibility (T=Yes, Blank or F=No)	Contact Title & FullName/Relationship	Home Address, Phone/Mobile	Work Address Phone/Email
1			Home Tel: Main Tel: Mobile: email:	Work Tel: email:
2			Home Tel: Main Tel: Mobile: email:	Work Tel: email:
3			Home Tel: Main Tel: Mobile: email:	Work Tel: email:
4			Home Tel: Main Tel: Mobile: email:	Work Tel: email:

PTO

Travel Arrangements	<i>Only 1 option may be chosen</i>
Options: Boarder, Bus, Car Share (ie 2 families sharing), Car/Van, Cycle, School Bus, Metro/Tram/Light Rail, Other, Public Bus, Taxi, Train, Walk	
Route if appropriate	

Free School Meal: Is your child entitled to a Free Meal? Yes No.	
Meal Type: Free Meal, Sandwiches, Home, School Meal	

Medical Practice:		Tel:	
Address:			

Medical conditions:

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Dietary Needs:

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Disabilities:

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Young Carers:

Does your child have regular caring responsibilities for someone who has a disability or long term health need? (When did their caring role start?)	
If your child is a Young Carer and your health/disability might make it difficult for you to accompany them to Accident and Emergency (if that were necessary during the school day), do you give permission for your child to attend Accident and Emergency with a staff member?	

Post Looked After Arrangements: (Please ✓ as appropriate)

Please tick the appropriate box below if you would like the school to be aware of, and record your child's status on the School Census.

Adopted from Care	
Left Care under a Special Guardianship Order	
Left Care under a Residence or Child Arrangements Order	

Ethnic/Cultural

Ethnicity:	
Country of Birth:	
Religion:	
First Language:	

Service Child

Is the parent(s) the child resides with currently serving in the (regular) Armed Services?	No
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The school is classed as a Data Controller under the Data Protection Act and as such has a duty to process any personal information obtained and held by them according to the Data Protection Principles. The school also has a statutory duty to share some or all of this information with other Professional bodies as set out in the school's Privacy Notice. Should you have any queries in relation to this please contact the school directly.

NB Please contact the school office if any data included on this form changes at any time ie addresses or telephone numbers

Signature:Date:

Please Print

Please return this form to the School Reception Office ASAP

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