

**CONFIDENTIAL – Student Information**

**Student should be registered under the name that is on their birth certificate**

**Please include a photocopy of their birth certificate for our records**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Copy of Birth Certificate Included:** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Legal Surname:**  (as shown on birth certificate) |  | | | | | | | | | | |
|  | | | | | | | | | | |
| **Forename:**  (as shown on birth certificate) |  | | | | | | | | | | |
|  | | | | | | | | | | |
| **Middle Name(s):** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Preferred Name:** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Date of Birth:** |  |  |  |  |  |  |  |  |  | **Male ❒ Female ❒** | |
|  |  | | | | | | | | | | |
| **Home Address:** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
|  | **Post Code:** | | | | | | | | | | |
|  |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Home Telephone Number:** |  | | | | | | | | | Student Mob Number | |
|  |  | | | | | | | | | | |
| **DOES YOUR CHILD HAVE AN EDUCACTIONAL HEALTHCARE PLAN OR KNOWN SPECIAL EDUCATIONAL NEEDS?** | **YES/NO please give details** | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **DOES YOUR CHILD HAVE ANY ACCESS ARRANGEMENTS FOR EXAMS** | **YES/NO PLEASE GIVE DETAILS** | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Is your child:** | **Adopted** (parental responsibility has been transferred from a Local  Authority)  **Looked After** (is in public care of a Local Authority in accordance  with section 22 of the Children Act 1989) | | | | | | | | | | |
|  | **Service Child** (has one of their parents serving in the regular armed  forces) | | | | | | | | | | | |
| **Higher education:** | **have you or any of your child’s legal parent/carers attended university in the uk? YES / NO** | | | | | | | | | | | |
|  |  | | | | | | | | | | | |
| **Home Language:** | **English**  **YES / NO** | | | | | | | | | | **Other than English (Please Specify)** |
|  |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Religion:** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Previous School:** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |
| **Other Useful/Relevant**  **Information:** |  | | | | | | | | | | |
|  |  | | | | | | | | | | |

**CONFIDENTIAL – Legal Parent/Carer Contact Information ( PLEASE complete with at least two contacts for emergencies)**

**Legal Parent/Carer Legal Parent/Carer**

**Title (mr, mrs, ms, miss etc)**

**Forename:**

**Surname:**

**Relationship to Student:**

**Address:**

**(If different from student)**

**Home telephone number:**

**Work Telephone number:**

**(If applicable)**

**Mobile Telephone Number:**

**Email Address:**

**Daytime Location:**

**Definition of a parent:** Section 576 of the Education Act 1996 defines ‘parent’ as:

* all natural parents, whether they are married or not
* any person who, although not a natural parent, has parental responsibility for a child or young person
* any person who, although not a natural parent, has care of a child or young person (having care of a child or young person means that a person with whom the child lives and who looks after the child, irrespective of what their relationship is with the child, is considered to be a parent in education law)

**Parental Responsibility:** Having parental responsibility means assuming all the rights, duties, powers, responsibilities and authority that a parent of a child has by law. People other than a child’s natural parents can acquire parental responsibility through:

* being appointed as the legal guardian of a child
* being granted a residence order
* adopting a child
* being named in an emergency protection order

In addition, a local authority can acquire parental responsibility if it is named in the care order for a child.

Fathers who are not married to the mother of the child may acquire parental responsibility through a Parental Responsibility Agreement through which mothers agree to share the responsibility with the father.

A step-parent can make an agreement to obtain parental responsibility for his or her step-child providing that all those with parental responsibility agree.

**Parental Responsibility:** Yes ❒ No ❒ Yes ❒ No ❒

**Everyone who is a parent, as defined above (whether they are a resident or non-resident parent) has a right to participate in decisions about a child’s education and receive information about the child (even though, for day to day purposes, the College’s main contact will be a parent with whom the child lives on College days). The College will, therefore, provide all parents with Parental Responsibility information about their children unless there is a court order in place or we are specifically instructed not to do so. This will include reports and general information about the College.**

**Court Order:** Court orders under section 8 of the Children Act 1989 settle areas of dispute about a child’s care or upbringing, and can limit an individual’s parental responsibility.

**Court Order:** Yes ❒ No ❒ Yes ❒ No ❒

**Contact Priority: 1st ❒ 2nd ❒ 3rd ❒ 4th ❒ 1st ❒ 2nd ❒ 3rd ❒ 4th ❒**

**Signature:**

**CONFIDENTIAL –** **Other Emergency Contact Information (including Step Parents)**

**Other Contact Other Contact**

**Title (mr, mrs, ms, miss etc)**

**Forename:**

**Surname:**

**Relationship to Student:**

**Address:**

**(If different from student)**

**Home telephone number:**

**Work Telephone number:**

**(If applicable)**

**Mobile Telephone Number:**

**Email Address:**

**Daytime Location:**

**Contact Priority: 1st ❒ 2nd ❒ 3rd ❒ 4th ❒ 1st ❒ 2nd ❒ 3rd ❒ 4th ❒**

**CONFIDENTIAL– Student Information - New Entry**

**Ethnic Origin:**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 your child.

|  |  |
| --- | --- |
| **Asian or Asian British** | **White** |
| * Indian **❑** | * White – Cornish **❑** |
| * Mirpuri Pakistani **❑** | * White – English **❑** |
| * Kashmiri Pakistani **❑** | * White – Scottish **❑** |
| * Other Pakistani **❑** | * White – Welsh **❑** |
| * Bangladeshi **❑** | * Other White British **❑** |
| * African Asian **❑** | * White – Irish **❑** |
| * Kashmiri Other **❑** | * Traveller of Irish Heritage **❑** |
| * Nepali **❑** | * Albanian **❑** |
| * Sri Lankan Sinhalese **❑** | * Bosnian-Herzegovinian **❑** |
| * Sri Lankan Tamil **❑** | * Croatian **❑** |
| * Sri Lankan Other **❑** | * Greek **❑** |
| * Other Asian **❑** | * Greek Cypriot **❑** |
|  | * Italian **❑** |
| **Black or Black British** | * Kosovan **❑** |
| * Black Caribbean **❑** | * Portuguese **❑** |
| * Black – Angolan **❑** | * Serbian **❑** |
| * Black – Congolese **❑** | * Turkish **❑** |
| * Black – Ghanaian **❑** | * Turkish Cypriot **❑** |
| * Black – Nigerian **❑** | * White Eastern European **❑** |
| * Black – Sierra Leonean **❑** | * White Western European **❑** |
| * Black – Somali **❑** | * White Other **❑** |
| * Black – Sudanese **❑** | * Gypsy/Roma **❑** |
| * Other Black African **❑** |  |
| * Black European **❑** | **Any Other Ethnic Group** |
| * Black North American **❑** | * Afghan **❑** |
| * Other Black **❑** | * Arab **❑** |
|  | * Egyptian **❑** |
| **Chinese** | * Filipino **❑** |
| * Hong Kong Chinese **❑** | * Iranian **❑** |
| * Malaysian Chinese **❑** | * Iraqi **❑** |
| * Singaporean Chinese **❑** | * Japanese **❑** |
| * Taiwanese **❑** | * Korean **❑** |
| * Other Chinese **❑** | * Kurdish **❑** |
|  | * Latin/South/Central American **❑** |
| **Mixed / Dual Background** | * Lebanese **❑** |
| * White and Black Caribbean **❑** | * Libyan **❑** |
| * White and Black African **❑** | * Malay **❑** |
| * White and Pakistani **❑** | * Moroccan **❑** |
| * White and Indian **❑** | * Polynesian **❑** |
| * White and any other Asian Background **❑** | * Thai **❑** |
| * Asian and any other ethnic group **❑** | * Vietnamese **❑** |
| * Asian and Black **❑** | * Yemeni **❑** |
| * Asian and Chinese **❑** | * Other Ethnic Group **❑** |
| * Black and any other ethnic group **❑** |  |
| * Black and Chinese **❑** |  |
| * Chinese and any other ethnic group **❑** |  |
| * White and any other ethnic group **❑** |  |
| * White and Chinese **❑** |  |
| * Other mixed background **❑** |  |

I do not wish an ethnic background category to be recorded **❑**

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Carer