|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **St David’s Catholic Primary School St Davids Catholic Primary School**  **Admissions Pack** | | | | | | |
| **Pupil Name** | |  | | | **Date Of Birth** |  |
| Please read the accompanying Admissions Information Booklet, then complete and sign **all** of the forms within this pack and return to the school office | | | | | | |
| **Checklist** – please tick to indicate that you have completed all sections | | | | | | |
| **✓** | **Page(s)** | | **Form** | **Important notes** | | |
|  | 2-3 | | Data Collection | * Please provide a copy of your child’s birth certificate on admission * If pupil name(s) are incorrect/missing, please provide a copy of birth certificate/passport. **Changes cannot be made without proof.** * Please sign at the bottom of page 2. * Religion | | |
|  | 4-5 | | National Identity, Ethnic Background & First Language | * Please complete all sections and indicate whether the information has been provided by parent/carer or pupil. | | |
|  | 6 | | The Hwb Platform | * Please complete all sections | | |
|  | 7 | | ICT Acceptable Use Policy Agreement | * Please complete all sections * It is important that a parent/carer **and** pupil sign the agreement. | | |
|  | 8 | | Use of Digital / Video Images | * Please complete all sections * NB – without consent **NO** images of your child will be taken for any purpose including within school | | |
|  | 9 | | APPs and Programs used in school | * Please complete all sections | | |
|  | 9 | | sQuid | * Please sign to confirm that you have read the information about the cashless payment system | | |
|  | 10 | | Collection from school | * Please provide names of those people you give permission to collect your child from school. * Please sign to give permission for those named to collect your child. | | |
|  | 10 | | Local Area Visits | * Please sign to give permission to take part in visits in our locality | | |

St David’s Catholic Primary School is the data controller for the personal information you provide on this form. Your information will be used to inform you of your child’s progress and promotion of school-based activities and events. We may also send you information which relates your child’s education from providers that have links to the school or which we believe will be of interest to you and your child. We will not share your data with any third parties without your explicit consent unless we are required or permitted to do so by law. You can withdraw your consent at any time and ask for your data to be erased from our records. Data protection law describes the legal basis for our processing your data as one based on consent. For further information about how St David’s Catholic Primary School uses your personal data, including your rights as a data subject, please see our privacy notice and our data protection policy which can be found on our school website, stdavidscatholicprimary.swansea.sch.uk

**St David’s Catholic Primary School DATA COLLECTION SHEET**

**When completing this application form, the school is required to have sight of your child’s original birth certificate.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PUPIL DETAILS** | | | | | |
| **Preferred Surname** |  | **Legal Surname** |  | | |
| **Preferred Forename** |  | **Legal Forename** |  | | |
| **Middle Name(s)** |  | **Gender** |  | **Date of Birth** |  |
| **Home Address of Pupil** |  | | | | |

Please note – if there is any change to your child’s name (eg if it is spelt incorrectly or missing a middle name), you will need to provide a copy of your child’s birth certificate or passport so we can verify the information. Without this, we are unable to make the change. It is important that we hold correct address details and contact information in case of emergency.

Please list details of all persons who hold parental responsibility and anyone else that you wish us to contact in an emergency. Place them in the order you wish them to be contacted. Please ensure you add an email address as all of our newsletters and information is sent by email.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1** | **Contact Information** | **Address** | | **Contact Details** | |
| **Name (including title)** | |  | | **Home Tel No.** |  |
|  | |
| **Work Tel No.** |  |
| **Mobile No.** |  |
| **Relationship to Child** | |
|  | | **E-mail Address** | |
| **Postcode** |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Parental Responsibility** | **YES / NO** |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2** | **Contact Information** | **Address** | | **Contact Details** | |
| **Name (including title)** | |  | | **Home Tel No.** |  |
|  | |
| **Work Tel No.** |  |
| **Mobile No.** |  |
| **Relationship to Child** | |
|  | | **E-mail Address** | |
| **Postcode** |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Parental Responsibility** | **YES / NO** |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| **3** | **Contact Information** | **Address** | | **Contact Details** | |
| **Name (including title)** | |  | | **Home Tel No.** |  |
|  | |
| **Work Tel No.** |  |
| **Mobile No.** |  |
| **Relationship to Child** | |
|  | | **E-mail Address** | |
| **Postcode** |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Parental Responsibility** | **YES / NO** |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **4** | **Contact Information** | **Address** | | **Contact Details** | |
| **Name (including title)** | |  | | **Home Tel No.** |  |
|  | |
| **Work Tel No.** |  |
| **Mobile No.** |  |
| **Relationship to Child** | |
|  | | **E-mail Address** | |
| **Postcode** |  |  | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Parental Responsibility** | **YES / NO** |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Religion:** | | | |
|  |  |  |  |
| **Name** |  | **Year** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please list all other siblings who are currently attending St David’s Catholic Primary School** | | | | | |
| **Name** |  | | | **Year** |  |
| **Name** |  | | | **Year** |  |
| **Name** |  | | | **Year** |  |
|  | | | | | |
| **Education History:**  *If appropriate, please give details of previous schools attended:* | | | | | |
| **Name of School** | |  | **Town /City** |  | |
| **Dates Attended** | | **From:** | **To:** | | |
| **Name of School** | |  | **Town /City** |  | |
| **Dates Attended** | | **From:** | **To:** | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MEDICAL INFORMATION** | | | | | |
| **Doctor’s name** |  | | | **Telephone number:** |  |
| **Medical practice address** | | |  | | |
| **Medical conditions the school should be aware of including allergies** | | | | | |
|  | | | | | |
| **Dietary Requirements** | | | | | |
|  | | | | | |
| **Disability** | | | | | |
| The school has a duty under the Disability Discrimination Act to collect any information on any disability your child or immediate family / carer may have. This is to ensure the school can seek to meet your individual needs. All information provided will be treated with the strictest confidence. | | | | | |
| **Pupil disability** | |  | | | |
| **Parent / Carer Disability** | |  | | | |
|  | | | | | |
| ***Signature*** | |  | | | |
| **Relationship to Pupil** | |  | | | |
| **Date** | |  | | | |

|  |
| --- |
| **NATIONAL IDENTITY & ETHNIC BACKGROUND RECORD FORM** |
| Explanatory note Our national identity relates to which of the national identity groups below we most identify with. Our ethnic background may differ from our national identity. Ethnic background is based on many things, including, skin colour, language, culture, ancestry or family history. Although our ethnic background remains the same, our nationality may change over time.  Neither national identity nor ethnic background are necessarily equivalent to nationality or country of birth |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** |  | **School** |  |
|  | | | |
| National Identity | | | |
| Please tick ONE box only and indicate who provided the information below (pupil or parent) | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Welsh |  |  | English | |  |  | Scottish |  |  | Irish |  |  | British |  |  | Other | |  | |  | |
|  | | | | | | | | | | | | | | | | |  | |  | | | |
| If other, please specify | | | |  | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| I do not wish a national identity to be recorded |  |  | Information provided by: | Parent |  | Pupil |  |

|  |
| --- |
| Ethnic Background |
| Please tick ONE box only and indicate who provided the information below (pupil or parent) |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| I do not wish an ethnic background to be recorded |  |  | Information provided by: | Parent |  | Pupil |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **A. WHITE** | | | | | | | |
| White- British |  | Roma |  | German |  | Romanian |  |
| Traveller |  | EU Roma |  | Greek/Greek Cypriot |  | Russian |  |
| Traveller of Irish Heritage |  | Roma from Other Countries |  | Hungarian |  | Scandinavian |  |
| ‘New’ Traveller |  | Other Roma |  | Italian |  | Serbian |  |
| Occupational Traveller |  | Any other White Background |  | Kosovan |  | Slovakian |  |
| Other Traveller |  | Albanian |  | Latvian |  | Slovenian |  |
| Show Person |  | Bosnian-Herzegovinian |  | Lithuanian |  | Spanish |  |
| Gypsy |  | Bulgarian |  | Maltese |  | Turkish/Turkish Cypriot |  |
| British Gypsy |  | Croatian |  | Montenegran |  | Ukrainian |  |
| Gypsy from Other Countries |  | Czech |  | Polish |  | White European Other |  |
| Other Gypsy |  | French |  | Portuguese |  | Other White |  |
|  |  |  |  |  |  |  |  |
| **MIXED** | | | | | | | |
| White and Black Caribbean |  | White and Chinese |  | Asian and any Other Ethnic Group |  | Other Mixed Background |  |
| White and Black African |  | White and Any Other Ethnic Group |  | Black and Chinese |  |  |  |
| White and Asian |  | Asian and Black |  | Black and any Other Ethnic Group |  |  |  |
| Any other Mixed Background |  | Asian and Chinese |  | Chinese and any Other Ethnic Group |  |  |  |
|  |  |  |  |  |  |  |  |
| **ASIAN OR ASIAN BRITISH** | | | | | | | |
| Indian |  | Other Pakistani |  | African Asian |  | Sinhalese |  |
| Pakistani |  | Bangladeshi |  | Kashmiri |  | Sri Lankan Tamil |  |
| Mirpuri Pakistani |  | Any Other Asian Background |  | Nepali |  | Other Asian |  |
|  |  |  |  |  |  |  |  |
| **BLACK OR BLACK BRITISH** | | | | | | |  |
| Caribbean |  | Nigerian |  | Other Black African |  | Other Black |  |
| African |  | Sierra Leonian |  | Any other Black Background |  |  |  |
| Eritrean |  | Somali |  | Black European |  |  |  |
| Ghanaian |  | Sudanese |  | Black North American |  |  |  |
|  |  |  |  |  |  |  |  |
| **CHINESE OR CHINESE BRITISH** | | | | | | | |
| Chinese or Chinese British |  | Malaysian Chinese |  | Taiwanese |  |  |  |
| Hong Kong Chinese |  | Singaporean Chinese |  | Other Chinese |  |  |  |
|  |  |  |  |  |  |  |  |
| **ANY OTHER ETHNIC BACKGROUND** | | | | | | |  |
| Arab |  | Saudi Arabian |  | Japanese |  | Thai |  |
| Egyptian |  | Syrian |  | Korean |  | Vietnamese |  |
| Iraqi |  | Yemeni |  | Kurdish |  | Other Ethnic Group |  |
| Libyan |  | Afghan |  | Latin/South/Central American |  | Any Other Ethnic Background |  |
| Lebanese |  | Filipino |  | Malay |  |  |  |
| Moroccan |  | Irani |  | Polynesian |  |  |  |

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| --- |
| **FIRST LANGUAGE RECORD FORMS** |
| Explanatory note **First Language of pupils**  First Language information is collected so that schools, Local Authorities and the Welsh Government have a better understanding of all of the languages that are spoken in communities in Wales. This information helps plan support for pupils who need it in order that they have every opportunity to do as well as they can at school.  **What does First Language mean?**  First language is the language your child first learned as a small child and to which s/he may continue to use or be exposed to at home or in the community. If your child has learned and used another language in their early years as well as English and/or Welsh, the other language would be described as the first language even if they use English and/or Welsh more often. |
|  |
| First Language |
| Please tick ONE box only and indicate who provided the information below (pupil or parent) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| English and/or Welsh Cymraeg |  | Greek (Cyprus) |  | Persian/Farsi (Tajiki) |  |
| Albanian/Shqip |  | Greek (Any Other) |  | Persian/Farsi (Any Other) |  |
| Amharic |  | Hungarian |  | Romany/English Romanes |  |
| Arabic |  | Hindi |  | Romani (International) |  |
| Arabic (Algeria) |  | Italian |  | Romanian |  |
| Arabic (Iraq) |  | Ilokano |  | Romanian (Moldova) |  |
| Arabic (Morocco) |  | Indonesian |  | Romanian (Romania) |  |
| Arabic (Sudan) |  | Japanese |  | Russian |  |
| Arabic (Yemen) |  | Korean |  | Serbian |  |
| Arabic (Any Other) |  | Kurdish (Kurmanji) |  | Shona |  |
| Bemba |  | Kurdish (Sorani) |  | Sinhala |  |
| Bengali |  | Kurdish (Any Other) |  | Spanish |  |
| Bengali (Chittagong/Noakhali) |  | Lingala |  | Tamil |  |
| Bengali (Sylheti) |  | Lithuanian |  | Telugu |  |
| Bengali (Any other) |  | Latvian |  | Tagalog/Filipino |  |
| Bulgarian |  | Malayalam |  | Filipino |  |
| Chinese |  | Nepali |  | Tagalog |  |
| Chinese (Cantonese) |  | Pashto/Pakhto |  | Tigrinya |  |
| Chinese (Hokkien/Fujianese) |  | Panjabi |  | Thai |  |
| Chinese (Hakka) |  | Panjabi (Gurmukhi) |  | Turkish |  |
| Chinese (Mandarin/Putonghua) |  | Panjabi (Mirpuri) |  | Urdu |  |
| Chinese (Any Other) |  | Panjabi (Pothwari) |  | Vietnamese |  |
| Czech |  | Panjabi (Any Other) |  | Visayan/Bisaya |  |
| Dutch/Flemish |  | Polish |  | Visayan/Bisaya (Any Other) |  |
| Finnish |  | Portuguese |  | Hiligaynon |  |
| French |  | Portuguese (Brazil) |  | Cebuano/Sugbuanon |  |
| Gaelic/Irish |  | Portuguese (Any Other) |  | Waray/Binisaya |  |
| German |  | Persian/Farsi |  | Wolof |  |
| Greek |  | Persian/Farsi (Dari) |  | Yoruba |  |
| Other language, please state: | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| I do not wish a language to be recorded |  |  | Information provided by: | Parent |  | Pupil |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Can your child speak Welsh? | No |  | Yes, speaks Welsh fluently | | |  | Yes, speaks Welsh but not fluently | |  |
| Does your child speak Welsh in the home? (Tick all that apply) | | | | | | | | | |
| Yes, speaks Welsh with one parent or guardian only | | | |  | Yes, speaks Welsh with both parents or guardians | | |  | |
| Speaks Welsh with siblings | | | |  | No | | |  | |

If your child **has been educated in another country** or **if a language other than English/Welsh is spoken at home** please complete the additional questions on page 11.

|  |  |
| --- | --- |
| THE HWB PLATFORM | |
|  | |
| **PUPIL DETAILS** | |
| **Name** |  |
| The Hwb platform provides all maintained schools in Wales with access to a wide range of centrally-funded, bilingual digital tools and resources to support the digital transformation of classroom practices. The Hwb platform is managed and operated by the Welsh Government.  All pupils in maintained schools in Wales ***must***be provided with a secure log-in to the Hwb platform.  This is because mandatory reading and numeracy tests, currently on paper, will be moving online and must be completed by each pupil via the platform. In order to provide your child with a secure log-in, the school will be sending basic information to the Welsh Government. The log-in will allow your child to take the mandatory online assessments, known as ‘personalised assessments’.  For more information about the Hwb platform and how information about your child is used, please see https://hwb.gov.wales/privacy.  For more information about the online personalised assessments, please see  <http://learning.gov.wales/resources/collections/national-reading-and-numeracy-tests?lang=en#collection-2>  **Additional services**  If you agree, Welsh Government can also provide your child with access, via the Hwb platform, to a variety of additional services which are provided by other organisations. These include online learning environments such as Hwb Classes, Microsoft Office 365, Google for Education, and other relevant educational tools and resources. Welsh Government is making these additional services available to help your child access educational resources. These additional services are centrally funded and there is no cost for you or for your school to access and use them.  **Welsh Government will only provide access to these additional services if you sign the form below to indicate your agreement.**  **Your agreement**  If you agree:   * we will tell Welsh Government to provide access to the additional services * Welsh Government will share information about your child with its service provides, including Microsoft and Google Education, in order to enable access to the additional services   If you do not agree, we will still share information about your child with Welsh Government to set up a secure log-in for the Hwb platform, but your child will not be able to access the additional services.  If you wish to withdraw your consent, please contact the head teacher within your child’s school. | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SIGNATURE** |  | | **DATE** |  |
| **RELATIONSHIP TO PUPIL** | |  | | |

ICT ACCEPTABLE USE POLICY AGREEMENT

|  |  |  |  |
| --- | --- | --- | --- |
| **PUPIL DETAILS** | | | |
| **Name** |  | | |
|  | | | |
| **Parent / Carer Permission**   * As the parent / carer of the above *pupil,* I give permission for my son / daughter to have access to the internet and to ICT systems at school. * I know that my son / daughter has discussed and signed an Acceptable Use Agreement and has received, or will receive, e-safety education to help them understand the importance of safe use of ICT – both in and out of school. * I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies. * I understand that my son’s / daughter’s activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy. * I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child’s e-safety. | | | |
| **Parent / Guardian Name** | | |  |
| **Signed** | | |  |
| **Date** | | |  |
|  | | | |
| **Pupil Acceptable Use Agreement**  This form relates to the Pupil Acceptable Use Policy which can be found in the Information Booklet.  Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to school ICT systems.  I have read and understand the above and agree to follow these guidelines when:   * I use the school ICT systems and equipment both in and out of school. * I use my own equipment in school **only with the teacher’s permission**, e.g. mobile phones, PDAs, cameras etc. * I use my own equipment out of school in a way that is related to me being a member of this school e.g. communicating with other members of the school, accessing school email, Hwb, VLE, website etc. | | | |
| **Pupil signature** | |  | |
| **Date** | |  | |

**USE OF DIGITAL / VIDEO IMAGES**

The use of digital / video images plays an important part in learning activities. Pupils and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website, social media (eg Twitter) and occasionally in the public media.

The school will comply with the Data Protection Act and request parents / carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

Parents are requested to sign the permission form below **to allow the school** to take and use images of their children.

**Parent / Carer Permission (Please see detail in the Information booklet for conditions of use)**

|  |  |  |
| --- | --- | --- |
| **I agree to allow the school to take and use digital images of my son/daughter as outlined below:**  Please circle **Yes** or **No** below: | | |
| As the parent/carer of the pupil named below, **I agree** to the school taking and using digital/video images of my child to support learning activities or celebrate achievement **within** school such as books, (including other children’s books if group work is photographed), displays and presentations that may only be shown **within** the school. | **Yes** | **No** |
| As the parent/carer of the pupil named below, **I agree** to the school taking and using digital/video images of my child to support learning activities or celebrate achievement or in publicity that reasonably celebrates success, and promotes the work of the school via the school– for example the school website, Twitter, Newsletters and school prospectus. Please note all of these media are linked through the school website. | **Yes** | **No** |
| As the parent/carer of the pupil named below, **I agree** to the school taking and using digital/video images of my child to support learning activities or celebrate achievement or in publicity that reasonably celebrates success and promotes the work of the school via occasional external users for example newspapers (eg Evening Post) | **Yes** | **No** |

Parent Agreement

**I agree** that if I take digital or video images at, or of, – school events which include images of children, other than my own, **I will** abide by these guidelines in my use of these images.

**I agree not** to publish any images of children other than my own on any social media site without the express permission of the child’s parent.

|  |  |
| --- | --- |
| **Pupil Name** |  |
| **Parent/Guardian Name** |  |
| **Signed** |  |
| **Date** |  |

**APPS & PROGRAMMES USED IN SCHOOL**

**For safeguarding purposes, please note that a digital image will be taken of your child for use within the School SIMS registration and reporting software. This image will be secure and only accessible by St David’s School staff upon entering a username and password.**

|  |  |  |
| --- | --- | --- |
| **Pupil Name** | | |
| App/Program | Information shared | Used For | | I agree.  Signed |
| **TT Rockstars** |  |  | |  |
| **Reading Eggs** |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |

**sQuid CONSENT FORMS**

|  |  |
| --- | --- |
| Pupil Details | |
| Pupil Name |  |

|  |  |  |
| --- | --- | --- |
| I have read the information regarding the cashless system (found in the information booklet).  www.squidcard.com/privacy-policy | Yes | No |
|  |  |

**SCHOOL NEWSLETTER**

We send out newsletters via email/electronically. Because this may occasionally contain promotional material, we need your permission to send it to you. Please sign below if you give us permission to send you our newsletter via email/electronically.

|  |  |
| --- | --- |
| **Name of Parent / guardian** |  |
| **Relationship to Child** |  |
| **Parent / Guardian Signature** |  |
| **Date** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COLLECTION FROM SCHOOL** | | | | |
| Please could you complete the table below indicating who has permission to collect your child from school and their relationship to your child (friend/sister/childminder/grandparent etc.) | | | | |
| **NAME** | | **RELATIONSHIP TO PUPIL** | | |
|  | |  | | |
|  | |  | | |
|  | |  | | |
| **SIGNATURE** (Parent / Guardian) |  | | **DATE** |  |
| **RELATIONSHIP TO PUPIL** |  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **LOCAL AREA VISITS** | | | |
| At St David’s Catholic Primary School we provide opportunities for our children to gain exposure to a range of learning experiences both in and outside the classroom. Class trips to venues in the local area, ie within walking distance of school, make up a considerable part of outside the classroom learning. This form is to give consent for your child to attend trips to venues in the local area. Some of these venues will include:  Our Lady Star of the Sea Church  The beach  The Woods  Parents/Guardians will be informed about trips to these venues. Should any visits involve transport a separate permission will be sought. | | | |
|  | | | |
| **I give permission for:** |  | | |
| …..to attend trips to the local area.  I agree that this form serves as a general consent form for the different activities at these venues. | | | |
| **Signature:** |  | **Date** |  |

**ADDITIONAL ADMISSION QUESTIONS**

Please complete this section if your child **has been educated in another country** or **if a language other than English/Welsh is spoken at home**. This information will help the school plan for your child’s needs and recognise their cultural background.

**Section 1 - Pupil Information**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Pupil Name** | |  | | | | |
| **Pupil’s Country of Birth** | | **Exact date of arrival in the UK**  **(if applicable)** | | | **Religion** | |
|  | |  | | |  | |
| **Residency/Length of Stay in UK *Please tick all that apply*** | | | | | | |
| **Permanent** | **Short-Term**  **(> 4 years)** | **Long-Term**  **(<4 years)** | **Refugee** | **Asylum Seeker** | | **International Student** |
|  |  |  |  |  | |  |

**Section 2 - Education/ Previous Schooling**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Has your child **attended school outside of** the UK before? | | **Yes** |  | |
| **No** |  | |
| **If yes…..** | | | | |
| For **how many years**? | | | | |
| What was the **language of instruction**? | | | | |
| Was schooling **formal or informal**? | | | | |
| What **subjects** did they study? | | | | |
| In school, was your child achieving: | | | | |
| **Less well** than other children | About **the same** as other children | | | **Better** than other children |
|  |  | | |  |

**Section 3 - Language Background**

|  |  |
| --- | --- |
| What is the **main language** spoken at **home?**  (This may be the same or different to your first language.) |  |
| What **other languages**, if any, are spoken at home? |  |
|  |
|  |

How well can your child **speak, read and write English and the other languages listed above?**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Speak/Listen** | | **Read** | | **Write** | | **Used with who/where?** | **When learnt?** |
| ***List language/s:*** | **Yes** | **No** | **Yes** | **No** | **Yes** | **No** |
| **English** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

Which **language/s** do the parents/guardians use (including English, if applicable)**?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Parent / Guardian 1 Relationship to pupil** |  | | | |
| ***List language/s*** | **Speak/Listen** | **Read** | | **Write** |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
| **Parent / Guardian 2 Relationship to pupil** |  | | | |
| ***List language/s*** | **Speak/Listen** | | **Read** | **Write** |
|  |  | |  |  |
|  |  | |  |  |
|  |  | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Parent / Guardian 1** | **Parent / Guardian 2** |  |
| What is the **preferred language** of communication with the school? |  |  |
| Is an **interpreter** needed for parents’ meetings? |  |  |
| Do you have a **family member/friend** who is able to **interpret** for you**?** | **Yes** |  | **Contact Details:** | |
| **No** |  |
| **Not applicable** |  |

**Section 4: Other**

|  |  |  |  |
| --- | --- | --- | --- |
| Can **anyone help** your child at home with **school work**? | **Yes** |  | **Who?** |
| **No** |  |
| Does your child have any **dress restrictions**? | **Yes** |  | **Details:** |
| **No** |  |
| Does your child **attend any community language** classes? | **Yes** |  | **Details:** |
| **No** |  |
| Is your **child able to use ICT** (PC/laptop/tablet/internet)? | **Yes** |  | **Details:** |
| **No** |  |
| Does your **child have access** to a PC/laptop/tablet? | **Yes** |  | **Details:** |
| **No** |  |
| Does your child have access to the **internet** in the home? | **Yes** |  | **Details (e.g. via a Wi-Fi router or via a phone only):** |
| **No** |  |
| Does your child have any **special skills or interests or favourite activities**? | **Details:** | | |

|  |
| --- |
| **Please add any additional information that you think may be relevant:** |