



NURSERY ADMISSION FORM – THE BLUECOAT SCHOOL

We process personal data relating to our pupils and parents/carers within our Trust.

This is necessary to adhere to our statutory requirements for keeping children safe in education.

Some of the personal identifiers which we may collect include, but not exhaustive of; Personal information (Name, Address, Family Details etc.), Characteristics (Ethnicity, gender etc.), attendance information, relevant medical information.

The majority of pupil information provided to us is mandatory in order for us to support pupil learning, comply with legal obligations which sit with us, assess the quality of our services and to ensure we provide appropriate pastoral/safeguarding care for our students.

We treat all information we hold about you private and confidential to our organisation and we will ensure we will not reveal any personal details concerning you to anyone not connected with MERIDIAN.

Personal data will be kept secure whilst it is stored, used and when it is being shared with others.

We hold pupil data until the pupil reaches the age of 25 or until they leave the school and their records are transferred.

For further information please visit our privacy notice available on our website www.meridiantrust.co.uk

Legal Surname(as it appears on student’s birth certificate)

Legal Forename(as it appears on student’s birth certificate)

Middle name(s)

Known as name (if not by their legal name)..... Gender: Male / Female

Date of Birth

Home Address

Postcode Home Telephone number

In Local Authority Care Yes/No If Yes, Name of Care Authority

Date of admission into nursery.....

.....

MEDICAL/ALLERGY DETAILS

Doctor

Address and telephone number

Please state any medical conditions of which you wish the school to be made aware, (e.g. asthma, epilepsy, allergies)

.....
.....
.....
.....

Does your child have any Special Needs Provision? YES / NO

If yes, please provide details

.....

NURSERY SESSIONS AVAILABLE

5 Mornings (Monday to Friday)

5 Afternoons (Monday to Friday)

2.5 days Monday, Tuesday, Wednesday am

2.5 days Wednesday pm, Thursday, Friday

5 Full days (Monday to Friday)

Is there any additional information you feel will support your child to have a successful start in our nursery?

.....
.....
.....
.....

I certify that, to the best of my knowledge, the information on this form is correct.

Signature:.....Parent/Guardian

Date

Office use Only

A copy of this pupil's birth certificate has been seen by a member of staff

(please tick)

Name of Staff member _____ Signature _____ Date: __/__/____

.....

PERSONAL INFORMATION

To help us and the local authority in monitoring equal opportunities you are asked to complete the following:

- Country of birth
- Family's Ethnic Origin. (Our ethnic background describes how we think of ourselves. This may be based on many things, including, for example, our skin colour, culture, ancestry or family history. Ethnic background is not the same as nationality or country of birth.)

White - British	
White – Irish	
White - Traveller of Irish Heritage	
White - Gypsy/Roma	
White - Any other White background	
Mixed - White and Black Caribbean	
Mixed - White and Black African	
Mixed - White and Asian	
Mixed - Any other mixed background	
Asian or Asian British -Indian	
Asian or Asian British - Pakistani	
Asian or Asian British - Bangladeshi	

Any other Asian background (This includes African Asian, Nepali, Sinhalese, Sri Lankan Tamil....)	
Black or Black British -Caribbean	
Black or Black British -African	
Any other Black background	
Chinese	
Any other ethnic group – please circle one. (This includes Afghan, Arab, Egyptian, Filipino, Iranian, Iraqi, Japanese, Korean, Kurdish, Latin American, Lebanese, Libyan, Malay, Mauritian, Moroccan, Polynesian, Thai, Vietnamese, Yemeni...)	
I do not wish an ethnic background to be recorded	

- National Identity

English	
Scottish	
Irish	
Welsh	
British	
Other	

- Date of arrival in UK (if relevant)
- First languageOther language(s).....
- Home Language
- Religion
- Are there any religious or cultural practices of which the school should be aware, please specify.
.....
- Please give the name, gender and date of birth of any other children (siblings) in your family.

Name Date of BirthMale / Female

Name Date of BirthMale / Female

Name Date of BirthMale / Female

CONSENT FOR TAKING PHOTOGRAPHS

Why are we asking for your consent?

At The bluecoat school we sometimes take photos of students. We use these photos on both ours and the Academy website, on display boards around the school and on the school's social media platforms.

Sometimes we take photographs or videos of children either at school or when they are involved in organised activities away from the school site. We may use the pictures or video recordings in school publications and our website. We may also make video or webcam recordings for use by the school. To comply with the General Data Protection Regulation (GDPR) 2018, we need your permission to photograph or make any recordings of your child.

Occasionally, the school may be visited by the news media (usually local newspapers) to take photographs or film of an event at the school.

Students will often appear in these images which will be published in local newspapers or even broadcast on television. Please note that their first name may appear with the photograph or video.

Conditions of use

- Consent is valid for the duration your child remains at our academy, however if you wish to withdraw consent or amend your preferences at any time please let us know and we will update our records accordingly.
- We will not use the personal details or full names (which means first name **and** second name) of any child in a photographic image or video.
- We will not include personal e-mail or postal address, telephone number on video on our website, in our school prospectus or in other printed publications
- We may include pictures of pupils within our school prospectus or school yearbook as part of our legitimate interests in order to promote the school and Academy and celebrate student success
- We may include pictures of pupils and teachers that have been drawn by pupils
- We may include, if selected, work from pupils.
- We will only use images of pupils who are suitably dressed, to reduce the risk of such images being used inappropriately, this may include suitable PE kit but will not include swimwear.
- We will take school photos of your child, which will be available to purchase annually by parents of children in that class.

I PROVIDE CONSENT TO:	YES	NO
Using images of my child in school publications e.g. the school newsletter		
Using images of my child on the school website		
Using videos of my child on the school website		
Using images of my child in displays around the school		
Using images of my child in marketing material		
Using images of my child on social media platforms		
Using videos of my child on social media platforms		
The local media (newspaper and television) using images of my child to publicise school events and activities		
The local media (newspaper and television) using videos of my child to publicise school events and activities		
Sharing my child's data with a school-appointed external professional photography company for individual and class photographs. This includes the following: * Name * Class * Admission Number		

I have read and understood the conditions of use included within this letter.

Child's name:

Parent/Carer Signature Date: __/__/__

PERMISSIONS FORM

Child's name: _____

Medical consent

In case of an accident or illness, I consent to any necessary medical treatment for my child

Signed _____ parent/carer

Taking your child out of school

There are occasions through the school year when children are taken off the premises to take part in activities such as visiting the local church, walks in the woods or walking to the swimming pool. By signing below you are giving us your authority to do this.

Signed: _____ parent/carer

Permission to cook and taste

From time to time children will cook and taste different foods as part of the learning at school. By signing below you are agreeing to your children taking part in this activity.

Signed: _____ parent/carer

Permission to watch DVD's with a 'U' or 'PG' restriction

From time to time the children may watch a DVD. By signing this form you are agreeing to allow your child to watch DVDs, as approved by the Senior Leadership Team, during the school day under appropriate supervision.

Signed: _____ parent/carer