

Cedar Children's Academy

All schools are required by law to keep on record details of children admitted; we would therefore be grateful if you would complete this form and hand it in to the school office before your child is admitted. Your child's Birth Certificate should be presented at the same time, please.

please tick accordingly

Full Name of Child:		Male		Female	
Date of Birth:	Country of Birth:	Child's Nationality:			
Child's Permanent Address:					
Post Code:			Tel No:		
Ethnicity:	Religion:		First Language:		
Any other languages spoken in the family:					

DETAILS OF THOSE WITH LEGAL PARENTAL RESPONSIBIITY:

Mother: Title: Miss/Mrs/Ms Other:..... First Name: Surname:		Father: Title: Mr Other:..... First Name: Surname:	
Address: (if different from above)		Address: (if different from above)	
Post Code:		Post Code:	
Tel no:	Home:	Tel no:	Home:
	Work: (For emergency contact)		Work: (For emergency contact)
	Mobile:		Mobile:
Email:		Email:	

With whom does the child live?

Please give contact details of other relatives or friends that we could contact in the case of an emergency. We will not allow your child to be sent home with these contacts without your permission.

Name: M/F	Name: M/F
Address:	Address:
Post Code:	Post Code:
Tel No:	Tel No:

PLEASE ATTACH A COPY OF ANY COURT ORDERS RELATING TO YOUR CHILD

Please tick if attached

SIGNATURE OF PERSON WITH LEGAL RESPONSIBILITY

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DATE

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School/Nursery last attended <i>(if appropriate)</i>	Date of last attendance
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Please note that your child's previous school/nursery will be contacted in order to establish current working levels / areas of need and a request for their files to be forwarded will be made.

INFORMATION RELATING TO CHILDREN NOT LIVING PERMANENTLY WITH THEIR PARENTS IN MEDWAY (including children of service personnel)

If the child's residence at the present address (whether living with parents or any other person) is not permanent, please state the reason and probable duration of the stay, and give the address of the person with whom the child normally resides:

Is the child resident with foster parents?

Yes

No

If 'yes', which Authority is financially responsible for maintenance

With whom does the child normally spend his/her holidays?

Medical Information

Please write below if your child has any medical needs that we need to be aware of. Please include allergies and any medication taken.

My child has the following medical conditions:

.....

My child is allergic to:

.....

My child takes the following medication:

.....

Consent

For various activities in and around school, we are required to have Parental consent – please read the following statements and tick as appropriate

I give permission for my child to be taken on supervised visits throughout their time in school. In the event of my child requiring emergency treatment I give consent for a member of staff to approve application of emergency treatment including anaesthetic advised by the medical authorities for the wellbeing of my child.

I give permission for my child to access the Internet. I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials. I understand that the school cannot be responsible for the nature or content of materials accessed through the internet. I agree that the school is not liable for any damages arising from the use of internet facilities.

From time to time the school is required to pass on some of this data to local authorities, the Department for Education (DfE), and to agencies that are prescribed by law, i.e. The Department of Health (DH), Primary Care Trusts (PCT), All these are data controllers in respect of the data they receive, and are subject to the same legal constraints in how they deal with the data.

I give permission for my child to take part in food handling activities that will involve touching and tasting different food. I will keep the school updated of any changes to this.

Image/Video Consent

During your child's time with us we will gather information about them which we will use for various purposes, this is detailed in the Privacy Notice. We have now reviewed our Privacy Notice and you can read the full Privacy Notice at www.cedarchildrensacademy.org.uk If you have any questions regarding the Privacy Notice and its contents please do come back to us. You are completely free to refuse to provide your consent to any of these things. You do not have to provide reasons for refusing your consent, but we are happy for you to give us additional information if you choose to so that we understand any concerns that you have and can take appropriate steps where necessary.

PLEASE TICK YES/NO FOR EACH BULLET POINT	Yes	No
I am happy for the information selected below to be used for the purpose of celebrating my child's achievements and promoting the Academy & Trust :		
Photographs of my child		
Videos of my child		
My child's photo/video can be used alongside their:		
Name		
Name and Class		
Name and Year Group		
My child's details can be used around school but WITHOUT their photo		
I am happy for my child to be in:		
In Class and School Group Photos		
On internal screens/display which may also be viewed by visitors to the school site.		
On the Academy & Trust intranet		
In Academy & Trust prospectus		
On the Academy & Trust website		
On the Academy & Trust social media sites		
On the Academy & Trust Publications including, newsletters, flyers and banners		
In local and national news media – newspapers, websites and television		
I am happy for the following type of data of my child to be used on internal electronic services such as user accounts on student email.		
Photographic Image		
FOR RECEPTION AND NURSERY ONLY		
<u>Learning Journeys for EYFS</u>	Yes	No
In order to evidence my child's achievements I am happy for the Academy/Nursery to Photograph my child and print images into their learning journeys		
• Photograph my child and print images into their learning journeys and upload to a third party electronic system		
In order to evidence my child's achievements and interaction with other children I am happy for the Academy/Nursery to:		
• Photograph my child and print images of my child into other children's learning journeys both paper based and on third party electronic system. Of which I understand will passed to that child's parent/guardian.		

Signed (Parent) Date:

