

Parson Street Primary School

Admission Forms
2025–26



Important Information	
Pupil Information	
First Name (s):	
Surname:	
Preferred name for books: Eg. Matt rather than Matthew	
Gender:	
DOB:	
Home Address:	
Birth Certificate seen: (Office use only)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Parent/Carer/Guardian Information	
Adult 1 Full Name:	
Relationship to Child:	
DOB:	
National Insurance No:	
Mobile:	
Work Phone:	
Home Address:	
Email Address:	
Legal guardian of the child:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Adult 2 Full Name:	
Relationship to Child:	
DOB:	
National Insurance No:	
Mobile:	
Work Phone:	
Home Address:	
Email Address:	
Legal guardian of the child:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Additional Information	
First point of contact in case of illness:	
Other important adults in your child's life: Eg. grandparents, siblings, partner	
Who has permission to collect your child from school:	
An additional emergency contact if you are unavailable: Provide name & Telephone number	

Medical Information

GP name/surgery:	
GP Address:	
Telephone number:	
Allergies:	
Any known medical conditions:	
Any significant health issues:	

Help us get to know your family

How would you describe your ethnic origin?	
What are your religions/beliefs?	
Nationality:	
Is your child a traveller/Gypsy?	
Language(s) spoken at home:	
Child's first language:	
Parents'/Carers' first language:	
What is your child's Asylum status? E.g. Asylum seeker/Refugee	
Is there anything that would make school more accessible to you and your children? Eg. Assistance with reading/ larger fonts etc.	
What is your preferred method(s) of communication?	<div>Email <input type="checkbox"/></div> <div>Text Message <input type="checkbox"/></div> <div>School Apps <input type="checkbox"/></div> <div>Telephone call <input type="checkbox"/></div>
Are there currently any services supporting your family?	<div>Families in Focus <input type="checkbox"/></div> <div>Social Worker <input type="checkbox"/></div> <div>Nurse <input type="checkbox"/></div> <div>Paediatrician <input type="checkbox"/></div>
Are you new to the community?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Would you like to be paired with a parent buddy?	Yes <input type="checkbox"/> No <input type="checkbox"/>

School Lunches

Our school catering suppliers are AiP – Children have have a hot meal or Jacket Potato option at lunch time. We also offer the option of children bringing in their own packed lunches. Menus are sent to parents termly and all food is paid for through school communication apps. If you would like to see a copy of the latest menu, or find instructions on how to pay for school lunches, please ask the office.

Does your child have any dietary requirements? Eg. Vegetarian, nut allergy, halal etc.

Yes ☐

No ☐

Details _____

Free School meals

It is really important that you claim free school meals if you are eligible, even if your child is in Reception or key stage 1. That's because as well as a nutritionally balanced meal for your child, **you will bring in up to £1300 of extra funding for school.** You can apply for free school meals if you receive one of the following:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the Guarantee element of State Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit

YES – I give my permission for the school to use my information to find out whether my child is eligible for Free School Meals. I am happy for this process to be repeated annually.

☐

NO – I would like to assess the eligibility of my child myself. School do not have permission to assess the eligibility of my child.

☐

Name:

Signature:

Date:

GDPR Form

We highly appreciate capturing moments through photographs and videos of our students to showcase the vibrant activities at Parson Street Primary. Occasionally, we may photograph your child at school for various purposes, such as internal displays, classroom materials, the school prospectus, newsletters, printed publications, our website, and social media. We may also create video recordings during noteworthy school events like concerts or plays, with the intention of sharing them on our website.

With the introduction of the General Data Protection Regulations we need to have your consent to process some data. Without your consent we are unable to allow your child to participate in or access some activities. It is essential that you return this form completed as soon as possible.

Trust in Learning (Academies) and Parson Street Primary School sometimes take photographs of pupils. We use these images in the Trust and the School's prospectus, on the Trust and the School's website/social media (Twitter) and on display boards around school (including the site). We would like your consent to take images of your child, and use them in the ways described above.

If you're not happy for us to do this, that's no problem – we will accommodate your preferences. Please tick the relevant statements below and return this form to school:

- ☐ I am happy for the school to take photographs of my child (for learning journals etc).
- ☐ I am happy for images of my child to be used on the school website.
- ☐ I am happy for images of my child to be used in the school prospectus.
- ☐ I am happy for images of my child to be used in internal (within the building) displays.
- ☐ I am happy for images of my child to be used in external (beyond the building) displays.
- ☐ I am happy for images of my child to be used on Social Media directly linked to the school
- ☐ I am happy for images of my child to be used in the school's newsletter and its distribution
- ☐ I am happy for images of my child to be used in press releases issued by the school
- ☐ I am happy for images of my child to be used within media work (TV) the school is involved in.
- ☐ I am happy for my child to be filmed/photographed during school productions or assemblies e.g. other parents/carers filming or taking photographs
- ☐ I am **NOT** happy for the school to take or use images of my child

Name of child:

Name of parent/carers:

Signed:

Date:

Use of Internet and Classroom Apps

As part of the curriculum the Trust and the School frequently uses the internet and specific web based learning tools. In order for your child to access these the Trust and the school has to have your permission to set up user profiles and share some information to enable full working. A complete list of all of the web based apps can be obtained from the Data Protection Lead for the school. The Trust and the School takes great care to ensure only absolutely necessary information is shared and that those receiving it are fully compliant with the General Data Protection Regulations. The Trust and the school takes all reasonable precautions to ensure that children only access appropriate material but neither the Trust nor the school can accept responsibility for inappropriate material accessed.

Please tick the relevant statements:

- ☐ I consent for my child to be given access to web based in classroom applications
- ☐ I give permission for my child to use the internet under the above conditions

By signing below you are consenting to all the above ticked boxes for the duration of your child's time at Parson Street Primary School.

Name of child:

Signed:

Name of parent/carer:

Date:

Acceptable Use Agreement

Appendix 1 is a copy of our school Acceptable Use Policy. Please read it thoroughly before signing the below agreement.

Name of pupil:	
I will read and follow the rules in the acceptable use agreement policy. When I use the school's ICT systems (like computers) and get onto the internet in school I will: <ul style="list-style-type: none">• Always use the school's ICT systems and the internet responsibly and for educational purposes only• Only use them when a teacher is present, or with a teacher's permission• Keep my usernames and passwords safe and not share these with others• Keep my private information safe at all times and not give my name, address or telephone number to anyone without the permission of my teacher or parent/carer• Tell a teacher (or sensible adult) immediately if I find any material which makes me or anyone around me feel uncomfortable or upset• Always log off or shut down a computer when I've finished working on it I will not: <ul style="list-style-type: none">• Access any inappropriate websites including: social networking sites, chat rooms and gaming sites unless my teacher has allowed this as part of a learning activity• Open any attachments in emails, or follow any links in emails, without first checking with a teacher• Use any inappropriate language when communicating online, including in emails• Create, link to or post any material that is rude, disrespectful, offensive or otherwise inappropriate• Log in to the school's network using someone else's details• Arrange to meet anyone offline without first talking to my parent/carer I agree that the school will monitor the websites I visit and that there will be consequences if I don't follow the rules. If I bring a personal mobile phone or other personal electronic device into school: <ul style="list-style-type: none">• I will hand it in to the school office when I arrive at school• I will not use it at all within the school day	
Signed (pupil):	Date:
Parent/carer's agreement: I agree that my child can use the school's ICT systems and internet when appropriately supervised by a member of school staff. I agree to the conditions set out above for pupils using the school's ICT systems and internet, and for using personal electronic devices in school, and will make sure my child understands these.	
Signed (parent/carer):	Date:

Please return these completed forms to the School at your earliest convenience.
We look forward to welcoming your Child to our School.