DITCHAM PARK SCHOOL

Registration Form

[to be completed by parent or guardian]

Surname of child:

Legal forename:

Legal middle name:

Date of birth: **Boy/Girl:**

Nationality:

Proposed date of admission, term and year:

Parents Details

	Parent 1	Parent 2
Title:		
Name:		
Address:		
Occupation:		
Postcode:		
Nationality:		
Home tel:		
Mobile:		
Email:		

Full name and address of Guardian, if applicable. Please note that the appointment of a Guardian is compulsory if both parents are non-UK residents:

Guardian contact numbers:

Home tel: **Mobile:** **Email:**

Please state the name and address of the present school/nursery your son or daughter attends:

Date of entry: **Name of Headteacher:**

The Ditcham Park School Charity Association. A company limited by guarantee. Registered in England no. 1648056.
Registered office as above. Registered charity no. 285244

Are there any circumstances relating to your child of which the school should be aware?
Please tick as appropriate:

☐ **ADHD** ☐ **Allergies** ☐ **Asperger's Syndrome** ☐ **Autism** ☐ **Dyslexia** ☐ **Dyspraxia**

☐ **Hearing Impairment** ☐ **Visual Impairment** ☐ **Other**

If other, please specify:

Please enclose the most recent Education Psychologist's report, if you have one

DECLARATION

We request that the above-named child be registered as a prospective pupil and we enclose a cheque or BACS for the non-refundable Registration Fee of £120 (including VAT), cheques to be made payable to Ditcham Park School.

BACS information: Ditcham Park School Charity, Natwest, sort code: 60-16-26 account number: 86532170
VAT Registration No. 480306214

We understand that:

1. registration of our child as a prospective pupil does not secure our child a place at the School but does ensure that our child will be considered for selection as a pupil at the School;
2. the School may process personal data about our child, including sensitive personal data such as medical details, for the purpose of administering its list of prospective pupils and administering its selection procedures and we consent to the processing of our child's personal data (including sensitive personal data) for these purposes;
3. in the event that our child is offered a place at the School, such an offer will be subject to the School's terms and conditions for the provision of educational services, which will bind us in the event that we accept the place.
4. if our child is accepted for entry to Ditcham Park School in the term stated or in some other term, we jointly and severally agree:
   a. to give a full term's notice in writing of our intention to remove our child from the School or pay one term's fees in lieu of such notice;
      and
   b. to settle the school fees account by or on the first day of term acknowledging the right of the Governors to charge interest on overdue accounts from the first day of term;
      and
   c. to abide by the regulations of the School in the 'Parent Handbook'

First signature:
(Write name if filling in online)

Second signature:
(Write name if filling in online)

Name in full:

Name in full:

Relationship to child:

Relationship to child:

Date:

Date:

A copy of the current edition of the standard terms and conditions is available upon request.