

Enfield Grammar School

New Pupil Information 2022/23



An Academy Trust
(Company No. 07697044)

This form is to be completed (using black ink and BLOCK CAPITALS) by the person(s) with parental responsibility for the pupil – please see definition on page 5

1 Pupil's Basic Details

Legal Surname	<input type="text"/>	Legal Forename	<input type="text"/>
Preferred Surname (if different)	<input type="text"/>	Preferred Forename (if different)	<input type="text"/>
Middle Name(s)	<input type="text"/>	Date of Birth	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>

2 Pupil's Address & Home Telephone Number

Address	<input type="text"/>	
	<input type="text"/>	Postcode <input type="text"/>
Home Telephone Number	<input type="text"/>	

3 Pupil's Medical Details

Emergency Consent Does the School have your permission to give/arrange emergency treatment if a parent or other named contact cannot be reached? Yes No

Allergies Please give details of any allergies

Does this pupil use an EpiPen? Yes No Does this pupil use an inhaler? Yes No

Other medical information
e.g. asthma, diabetes

Medical Practice

Doctor's Name	<input type="text"/>	Surgery Name	<input type="text"/>
Surgery Address	<input type="text"/>	Tel No	<input type="text"/>
	<input type="text"/>		

Pupil's Ethnicity Please tick one box only

White

- White – Cornish
 White – English
 White – Scottish
 White – Welsh
 Other White British
 White – Irish
 White – Northern Irish
 Traveller of Irish heritage
 Albanian
 Bosnian-Herzegovinian
 Croatian
 Greek
 Greek Cypriot
 Italian
 Kosovan
 Portuguese
 Serbian
 Turkish
 Turkish Cypriot
 White European
 White Eastern European
 White Western European
 White other
 Gypsy/Roma

Black/Black British

- Black Caribbean
 Black – Angolan
 Black – Congolese
 Black – Ghanaian
 Black – Nigerian
 Black – Sierra Leonean
 Black – Somali
 Black – Sudanese
 Other Black African
 Black European
 Black North American
 Other Black

Mixed/Dual Background

- White & Black Caribbean
 White & Black African
 White & Pakistani
 White & Indian
 White & any other Asian background
 Asian & any other Ethnic group

 Asian & Black
 Asian & Chinese
 Black & any other ethnic group
 Black & Chinese
 Chinese & any other ethnic group
 White & any other ethnic group
 White & Chinese
 Other mixed background

Asian or Asian British

- Indian
 Mirpuri Pakistani

 Kashmiri Pakistani
 Other Pakistani
 Bangladeshi
 African Asian
 Kashmiri other
 Nepali
 Sri Lankan Sinhalese
 Sri Lankan Tamil
 Sri Lankan other
 Other Asian

Chinese

- Hong Kong Chinese
 Malaysian Chinese
 Singaporean Chinese
 Taiwanese
 Other Chinese

Any other ethnic group

- Afghan
 Arab other
 Egyptian
 Filipino
 Iranian
 Iraqi

 Japanese
 Korean
 Kurdish
 Latin/South/Central American
 Lebanese
 Libyan
 Malay
 Moroccan
 Polynesian
 Thai
 Vietnamese
 Yemeni

 Other ethnic group

 Prefer not to say

Pupil's first language

What language or languages was this pupil exposed to during early development and continues to be exposed to?

Religion

Buddhist
 Hindu
 Muslim
 Other (please state)

Christian
 Jewish
 Sikh
 No religion
 Prefer not to say

5 Additional Pupil Details

Service Child

Does this pupil have a parent in regular HM Forces military units? Yes No

Linked Agencies

This information is important in order for the school to make contact immediately with the agencies to ensure continuity of support in order for this pupil to achieve the best outcomes.

Please indicate if any of the following agencies have worked with or are working with this pupil:

Social Care (Social Services)* (See page 4)
 Educational Psychology Services
 Child & Adolescent Mental Health Services (CAMHS)

Youth Offending Team
 Speech & Language Services
 Other (please state)

*If you indicated that Social Care (Social Services) are involved in the care of this pupil, please tick if this child is In Care (sometime known as 'Looked After') and state which Local Authority (e.g. Enfield, Haringey) is responsible for your child:

Child In Care Local Authority

Adopted from Care

Has this pupil ceased to be looked after because of adoption, a special guardianship order, a child arrangements order or a residence order?

Yes
 No
 Not applicable

Special Educational Needs and Disability

Please tick if:

- this pupil has Special Educational Needs or a Disability (i.e. has an Education, Health and Care Plan (EHCP);
- this pupil is currently being assessed for an EHCP;
- this pupil is at SEN support.

If you have ticked any of the above, please give a brief outline of the child's special educational needs:

Previous Schools

Please provide details of the current/last school attended

School Name

School Address

From (date) To (date)

Reason for leaving, e.g. normal school age transfer, moved house

If applicable, please give details of schools attended prior to the one above

School Name

School Address

From (date) To (date)

Reason for leaving, e.g. normal school age transfer, moved house

School Name

School Address

From (date) To (date)

Reason for leaving, e.g. normal school age transfer, moved house

Siblings

Please give details of any other children in the family currently attending Enfield Grammar School:

Forename(s)	Surname	Date of Birth	School
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Court Order

Is there a Court Order relating to this child? Yes No

If 'Yes', we may contact you for further information.

6 Contacts Information

On the following pages, please give details of everyone who has parental responsibility (see note below) and anyone else to be contacted in an emergency, up to a maximum of four contacts in order of priority. The person signing Section 9 should complete Section 6.1 Contact Information – Priority 1.

What is Parental Responsibility?

Having parental responsibility means assuming all rights, duties, powers, responsibilities and authority that a parent of a child has by law.

Who has Parental Responsibility?

If the parents of a child were not married to each other when the child was born, the mother automatically has parental responsibility but the father does not, even if he is named on the birth certificate. He can, however, subsequently acquire parental responsibility by various legal means.

People, other than a child's natural parents, can acquire parental responsibility through:

- Being granted a residence order
- Being appointed a guardian
- Being named in an emergency protection order (although parental responsibility in such a case is limited to taking reasonable steps to safeguard or promote the child's welfare)
- Adopting a child

6.1 Contact Information – Priority 1

Surname

Forename

Title (e.g. Mr, Mrs, Miss, Ms, Dr)

Relationship to child

Mother

Social worker

Step Father

Father

Childminder

Step Mother

Other family member

Foster Father

Carer

Other relative

Foster Mother

Other Contact

Does this person have parental responsibility? (see page 5) Yes No

Telephone numbers

Home Work

Mobile

Email address(es)

Address (if different from the address given for the student)

6.2 Contact Information – Priority 2

Surname

Forename

Title (e.g. Mr, Mrs, Miss, Ms, Dr)

Relationship to child

Mother

Social worker

Step Father

Father

Childminder

Step Mother

Other family member

Foster Father

Carer

Other relative

Foster Mother

Other Contact

Does this person have parental responsibility? (see page 5) Yes No

Telephone numbers

Home Work

Mobile

Email address(es)

Address (if different from the address given for the student)

6.3 Contact Information – Priority 3

Surname

Forename

Title (e.g. Mr, Mrs, Miss, Ms, Dr)

Relationship to child

Mother

Social worker

Step Father

Father

Childminder

Step Mother

Other family member

Foster Father

Carer

Other relative

Foster Mother

Other Contact

Does this person have parental responsibility? (see page 5) Yes No

Telephone numbers

Please provide any telephone numbers which can be used in an emergency if the previous contacts cannot be reached.

Home Work

Mobile

6.4 Contact Information – Priority 4

Surname

Forename

Title (e.g. Mr, Mrs, Miss, Ms, Dr)

Relationship to child

Mother

Social worker

Step Father

Father

Childminder

Step Mother

Other family member

Foster Father

Carer

Other relative

Foster Mother

Other Contact

Does this person have parental responsibility? (see page 5) Yes No

Telephone numbers

Please provide any telephone numbers which can be used in an emergency if the previous contacts cannot be reached.

Home Work

Mobile

7 Consent for Off-Site Activities

Written parental consent will not be requested from you for the majority of off-site activities offered by the School – for example, year-group visits to local amenities – as such activities are part of the School’s curriculum and usually take place during the normal school day.

I give permission for my son to take part in such activities Yes No

You can, if you wish, tell the School that you do not want your child to take part in any particular school trip or activity.

The school will seek specific consent for:

- All visits (including residential trips) which take place during the holidays or a weekend; and
- Adventure activities at any time.

The school will send you information about each such trip or activity before it takes place.

8 Consent for Data Sharing

Under the General Data Protection Regulations we need to seek your consent in order to process some of your child's data.

Third parties will only process your personal information on our instructions and where they have agreed to treat the information confidentially and to keep it secure.

Consent can be withdrawn at any time by writing to the School, e-mailing a request to DPO@enfieldgrammar.org

The School takes the security of data very seriously and should there be a breach that affects the areas for which you have provided consent, you will be immediately informed. If you want the information for which you have provided consent to be removed at any time please notify the School using the above e-mail address.

I give the School permission to store my son’s biometric data (fingerprint) so that he can purchase food and drink in the School canteen:

Yes No

I give the School permission to send me school news and updates by email:

Yes No

by text:

Yes No

I give the School permission for my son's photographic image to be used in the following areas:

- | | | |
|---|--|---|
| <input type="checkbox"/> School website | <input type="checkbox"/> School newsletter | <input type="checkbox"/> Marketing and promotional literature |
| <input type="checkbox"/> Internal display screens | <input type="checkbox"/> Social Media | <input type="checkbox"/> None of these |

In the event that my son features in a School video, I give the School permission for it to be used on:

- | | | |
|---|---|---|
| <input type="checkbox"/> School website | <input type="checkbox"/> Internal display screens | <input type="checkbox"/> Neither of these |
|---|---|---|

I give the School permission to show my son's performance data on internal displays:

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

The School is legally required to pass on your son's name address and date of birth to Youth Support Services (who provide careers advice) once he approaches or reaches the age of 13. Please confirm that you consent to us also providing your son's educational record:

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

9 Parent Signature

I confirm that the information on this form is correct and that I have seen the School's Privacy Notice.

Your signature Date