

Salcombe Preparatory School Registration Form



1) Pupil Details

First name		Gender	
Surname		Date of Birth	
Preferred name		Nationality*	
Ethnicity		Religion	
Main language at home		Other languages	
Proposed date of entry		Year group	
Address			
Post code			
<p>*Please enclose a copy if the ID page of your child's passport and their birth certificate</p>			

2) Mother's details

Miss Mrs Ms Dr Other:	Marital Status	
First name	Date of Birth	
Surname	Nationality	
Occupation		
Address	<i>If different from above</i>	
Daytime phone no.	Evening phone no.	
Email address		

3) Father's details

Mr Dr Other:	Marital Status	
First name	Date of Birth	
Surname	Nationality	
Occupation		
Address	<i>If different from above</i>	
Daytime phone no.	Evening phone no.	
Email address		

4) School Details

Current School/Nursery		Head Teacher	
Address			
Post code		Contact no.	
Have you registered your child at any other schools? If so, please list them here			
Please mention below any other family members who attend Salcombe; or any other connection with the School			
Please mention below any younger siblings you may wish to register at a later date			
Name		Date of Birth	
Name		Date of Birth	

5) Educational Needs

Has your previous education provider (Nursery, School) ever highlighted to you any specific educational or behavioural needs of your child? If yes, please outline below	Yes		No	
Has your child ever been referred to an outside agency for an external assessment such as an Educational Psychologist, Clinical Psychologist or Speech and Language Therapist? If yes, please detail below and provide a copy of the report with this registration form	Yes		No	
Do you have any concerns about your child's development that have not yet been highlighted by an educational professional? If yes, please outline below	Yes		No	

6) Other information

Please outline below your child's interests and hobbies and any artistic, musical or sporting skills or experience								
Please provide us with details of any dietary requirements, medical conditions (incl. allergies) or disabilities relating to your child								
How did you hear about us?	Local Reputation		Sibling		Friends		Advertisement	
School website	Other (please give details) :							

7) Declaration (please ensure that both parents sign this form)

We request that the name of our above-named child be registered as a prospective pupil. (Proof of a bank transfer for the non-returnable registration fee of £100 is enclosed). We understand that the Terms and Conditions of the School will undergo reasonable changes from time to time as circumstances require and will apply in all our dealings with the School. We understand also that the School (through the Head, as the person responsible) may obtain, process and hold personal information about our child, including sensitive information such as medical details, and we consent to this for the purposes of assessment and, if a place is later offered, in order to safeguard and promote the welfare of the child.

First signature:	Second signature:
Name in full:	Name in full:
Relationship to child:	Relationship to child:
Nationality*:	Nationality*:
*If parents are not EU nationals, please enclose a copy of the passport ID page and valid UK visa for both parents	
Date	Date:

Please complete this form and return to the Registrar, together with the non-returnable fee of £100

Bank transfer details -

Bank Name: Bank of Scotland

Beneficiary's Name: Cognita Schools Ltd T/A - Salcombe Preparatory School

Sort code: 12 01 03

Account Number: 00 12 32 43



Please use your child's name as the payment reference to allow us to correctly allocate the payment.

224-226 Chase Side, Southgate, London N14 4PL

Checklist	
Registration form signed by both parents	
Registration Fee (paid by bank transfer)	
Copy of Child's passport ID page	
Copy of both parent's passport ID page (if applicable)	
Copy of child's most recent school or nursery report	
Copies of any reports or assessments from outside agencies (if applicable)	

8) Notes

- Early registration is recommended. Registrations will be considered in the order they are received. Offers of places are subject to availability and the admission requirements of the School at the time offers are made. A copy of the current edition of the Terms and Conditions will be supplied on request.
- The personal data you supply to Cognita Schools Ltd will only be used in connection with your application for a school place. It will be held securely in line with the Data Protection Act and will not be passed to third parties. Cognita Schools Ltd is registered under the DP act No.Z9688459
- Cognita Schools Limited (trading as Salcombe Preparatory School): a Company Limited by Shares Registered in England No: 02313425

Cognita Registered Office:

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