

# REGISTRATION FORM

To be completed by those with parental responsibility (see [1] of the Additional Notes), one form to be completed for each child.

Please provide us with the following information which we need to deliver our services to you, comply with our legal duties, improve our services and monitor equality of opportunity. We would also encourage you to read our Admissions Policy which is available on our website.

## CHILD'S DETAILS (Please use BLOCK CAPITALS throughout) and return to the Registrar

Surname: .....

First name(s) in full: ..... Gender: .....  
(Please underline preferred name)

Date of birth (dd/mm/yy): ..... Religion: .....  
(Please enclose a copy of your child's birth certificate or photo page of their passport) (Please enclose a copy of your child's baptismal certificate)

Proposed date of admission (term and year): Autumn / Spring / Summer Term 20.....

Entry point (please tick)  Kindergarten  Pre-Prep  Prep Day  Prep Full Boarding  Prep Weekly Boarding

Nationality  UK/British  Other  
(please specify) .....

Child's first language (if not English): .....

Other languages heard at home: .....

Other members of the family attending Farleigh or registered for entry, or any other connection with the school:

.....

## PARENTS'/GUARDIANS' DETAILS

### Parent 1

### Parent 2

Relationship to child\*: .....

Title: .....

Full name: .....

Address: .....

.....

.....

Marital status (optional): .....

Occupation (optional): .....

Nationality (optional): .....

Home telephone: .....

Mobile telephone: .....

Email: .....

*\*If you have parental responsibility for the child in a capacity other than as a parent of the child, please state your relationship to the child here:*

.....

**YOUR CHILD'S EDUCATION**

Name and address of current school: .....

Date of entry at current school: ..... Current year group: .....

Future senior school (if known): .....

Please ensure that you answer all of the questions below even if the answer is 'NO'.  
(If 'YES', please give dates and brief details below and, where applicable, please enclose copies of the most recent reports or plans)

Have any concerns been raised about your child's reading, spelling or maths? YES / NO

Does your child currently receive (or has received) any extra help or support? YES / NO

Does your child have any of the following reports:

Educational Psychologist? YES / NO Speech and Language? YES / NO

Occupational Therapy? YES / NO Medical? YES / NO

Any other health, educational or wellbeing reports? YES / NO

Does your child have, or has ever had, any of the following\*:

An Education, Health and Care plan (EHC plan)? YES / NO

Individual Education Plan (IEP)? YES / NO

Behaviour Support plan? YES / NO

Is there anything relating to your child of which the School should be aware? For example: diagnosis of dyslexia, dyspraxia, ADHD, Autism or Asperger's Syndrome, social or emotional behaviour, hearing impairment, or anything in the birth history of your child, etc? YES / NO

(If 'YES', please give brief details) .....

Failure to disclose/provide any such reports/statement of educational needs etc. may jeopardise your child's place. The majority of Pre-Prep children progress to the Prep School. However, the School reserves the right not to offer a place in the Prep School if it is not in the best interests of the child. Parents will be advised if this appears likely.

We give permission for a member of our Learning Support team to contact the relevant teacher at your child's school during the admissions process. YES / NO

For Kindergarten and Pre-Prep joiners, we give permission for the Head of Pre-Prep to contact your child's school or setting. YES / NO

*\*Whilst we are a non-selective school, priority for learning support is given to existing pupils. Places for new pupils with a Learning Support need will only be offered if the school has capacity.*

Additional information: .....

It would be helpful to know how you heard of Farleigh School? .....

## EQUAL OPPORTUNITIES MONITORING

Child's Ethnic Origin *(please tick as appropriate)*

Asian or Asian British	Black or Black British	Chinese or other ethnic group	Mixed	White
<input type="checkbox"/> Indian	<input type="checkbox"/> Caribbean	<input type="checkbox"/> Chinese	<input type="checkbox"/> White and Black Caribbean	<input type="checkbox"/> British
<input type="checkbox"/> Pakistani	<input type="checkbox"/> African	<input type="checkbox"/> Any other	<input type="checkbox"/> White and Black African	<input type="checkbox"/> Irish
<input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Any other black background		<input type="checkbox"/> White and Asian	<input type="checkbox"/> Any other white background
<input type="checkbox"/> Any other Asian background			<input type="checkbox"/> Any other mixed background	

## DECLARATION

We (as the holders of parental responsibility for him/her) request that the name of the above-named child be registered as a prospective pupil of the School **AND**

- we enclose a cheque for the non-refundable Registration Fee of £120 *(inclusive of all taxes, cheques made payable to **Farleigh School**)* **OR**
- we have sent a bank transfer for the non-refundable Registration Fee of £120 *(inclusive of all taxes, please add initials and surname as a reference with your payment)* to sort code 40-05-20, account number 80344818, HSBC Bank, 69 Pall Mall, London SW1Y 5EY, UK. (IBAN: GB13HBUK40052080344818; Swift Code: HBUKGB4107J)

By signing this Registration Form we understand, accept and agree 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. if 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 [2], which will bind us (as the holders of parental responsibility for him/her) in the event (and from the moment) that we accept the place;
3. the place will be reserved after completion of the Acceptance Form, lodgement of the required deposit and confirmation of the reservation by the School – usually in the year before entry.
4. for non-British children only, in order to comply with the School's responsibilities as a registered Child Student sponsor, we consent to the School notifying and/or supplying information relating to us and/or our child's right to enter, reside and/or study in the United Kingdom to the United Kingdom Visas and Immigration (UKVI) unit of the Home Office and, in any event, if our child is offered a place at the School, such an offer will be subject to us confirming that our child has the right to enter, live and study in the United Kingdom;
5. for pupils whose parents live overseas, we will appoint a UK Guardian for our child and details will be provided on the acceptance form once a place has been offered;
6. for pupils whose parents live overseas, we agree to arrange and pay for the airline's "unaccompanied minor service" (or arrange an escort) to look after our child whilst at the British airport and during the flight;
7. if applicable, the School may request from our child's present school or educational institution (a) information and a reference in respect of our child; and/or (b) information about any outstanding fees and/or supplemental charges (after written permission has been given by us);
8. on offer of a place, the School reserves the right to, with reference to one or both of us, (a) undertake a credit check with a credit reference agency; and/or (b) require us to provide the School's Director of Finance and Operations with a bank reference and/or an up-to-date credit report (including a credit score); and
9. **Data Protection** For data protection purposes, Farleigh School Trust Ltd is the data controller. The School will process personal data about the parents and the prospective pupil in accordance with applicable data protection laws. More details of our personal data processing activities generally can be found in the School's Privacy Notice, available on our website at: [www.farleighschool.com/policies.php](http://www.farleighschool.com/policies.php).

10. The information you have provided will help us to assess our ability to meet your child's needs and their suitability for a place at the School. Please note that no child will be considered for entry to the School unless the mandatory parts of this form are completed and returned prior to any deadlines for applications that may be set by the School from time to time and the Registration Fee has been paid. Failure to disclose mandatory information may lead to the withdrawal of any offer.

I/We understand that Farleigh School Trust Ltd will process the personal data supplied in this form for the purpose of the assessment described above.

I/We can withdraw consent to the processing of any non-mandatory personal data, which is supplied, by contacting the Information Management Officer/Director of Finance and Operations, Farleigh School, Red Rice, Andover, SP11 7PW or [bursar@farleighschool.com](mailto:bursar@farleighschool.com)

Please indicate your consent to this processing by placing a tick in the box (please tick).

I/We understand that signing this Registration Form does not give rise to a contract with Farleigh School Trust Ltd.

I/We request that the child named be registered as a prospective pupil at the School.

**BOTH** parents (or guardians) please sign below:

Signature: .....

Print name: .....

Date: .....

Relationship to child: .....

**ADDITIONAL NOTES**

1. Parental responsibility is defined in the Children Act 1989 as *“all rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his or her property”*. It equates to legal responsibility for the child. If you have any doubts about whether you do or do not have parental responsibility for the child, you may wish to seek legal advice.
2. A copy of the current terms and conditions (known as the School's parent contract) is available for your information upon request at any time, but please note that the version of the parent contract supplied may be subject to change prior to the point in time when a place at the School for your child may be offered.
3. Further copies of the Registration Form and an up-to-date copy of our Admissions Policy can be found on the Admissions section of the Farleigh School website: [www.farleighschool.com/admissionsList.php](http://www.farleighschool.com/admissionsList.php).



**FARLEIGH**

Red Rice, Andover, Hampshire SP11 7PW **Email** [admissions@farleighschool.com](mailto:admissions@farleighschool.com) **Web** [www.farleighschool.com](http://www.farleighschool.com)

**Direct** 01264 712838 **Overseas** +44 1264 712838 **Main** 01264 710766