**Banks Lane Junior School**

**Data Collection Sheet**

# Please ensure that ALL boxes are completed. Thank you.

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| **Surname:** |  | **Legal Surname:** |  |
| **Forename:** |  | **Middle name:** |  |
| **Chosen name:** |  | **Gender:** |  |
| **Date of Birth:** |  | **Year:** |  | **Reg Group:** |  |
| **Home Address:**  |  |
| **Post Code:** |  | **Home Telephone:** |
| **Please tick box if either parent is currently serving in the Armed Forces 🞎** |
| Please complete for parents with parental responsibility but who are not living with the child |
| **Pupil reports 🞎 Photographs 🞎 Parents evening 🞎** |
| **Name:**  | **Relationship:** |
| **Address:** | **Tel:** |
| **Post Code:** | **Mobile:** |

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| Please give details of all persons who have parental responsibility and anyone else you wish to be contacted in an emergency.(Place them in the order that you wish for them to be contacted in an emergency.) |
| **Priority** | **Name/Relationship** | **Home Address/Phone/Mobile/Fax** | **Work Address & Phone** |
| **1** |  |  **Address:****Tel:** **Mobile:**  | **Address:** **Work Tel:**  |
| **Email:** |
| **2** |  |  **Address:****Tel:** **Mobile:**  | **Address:** **Work Tel:**  |
| **Email:** |
| **3** |  |  **Address:****Tel:** **Mobile:**  | **Address:** **Work Tel:**  |
| **Email:** |
| **4** |  |  **Address:****Tel:** **Mobile:**  | **Address:** **Work Tel:**  |
| **Email:** |

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| **Travel Arrangements** |
|  |
|  |  | Bicycle |  | Train |  | Walks |  | Car/van |  | Taxi |  | School Coach |  | Public Transport |  | Carshare |
|  |  | Other: |

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| **Dietary Needs:** |
| **Meal Arrangement** |
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|  |  | Free School Meal |  | Paid School Meal |  | Sandwiches |  | Home |  | Other: |
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| **Medical Practice:** |  |
| **Address:** |  |
| **Telephone Number:** |  |

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| **Medical Conditions**: |
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| **Medical Summary:**  |
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| **Parent/Carer’s disabilities:** |
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|  |  |
| --- | --- |
| **Ethnicity :** |  |
| **Home Language:** |  | **Religion:** |  |
| **Data Protection Act 1998:** The school is registered under the Data Protection Act for holding personal data. The school has a duty to protect this information and to keep it up to date. The school is required to share some of the data with the Local Authority and with the DfES. |
| **Signature:**  | **Print Name:** |