

Beverley High School



Data Collection Booklet For New Pupils September 2023

This data collection booklet is necessary to ensure that your child's transition to Beverley High School is successful and that we obtain accurate information about the people who live with them, those who act as parents and who has parental responsibility, even if they do not live at the same address.

Please complete all sections of this booklet. The accompanying Information Booklet is designed to assist you.

If you require any further assistance in completing this form please contact the school office on 01482 881658 as soon as possible.

Please complete this booklet and return it to Beverley High School by Friday 21st April 2023.

Beverley High School
Norwood
Beverley
East Riding of Yorkshire
HU17 9EX

office@beverleyhigh.net
www.beverleyhigh.net

Please Complete using capital letters and blue or black ink.

STUDENT DETAILS

Legal Surname:		Legal Forename(s):	
Preferred Surname:		Preferred Forename:	
Date of Birth:		Home Tel. No.	
Address			
Post Code			

Pupil and Family Information

The following information provides us with details of who we should contact during school hours if necessary.

The PRIMARY contact below should be a person with whom the child lives and who has parental responsibility. If the student has a parent at another address please also include their contact details.

PRIMARY CONTACT If this person is unavailable we would then contact the SECONDARY Contact			
1. Mr/Mrs/Miss/Ms/Other	Forename:	Surname:	Relationship:
Address (if different from student's):			
Postcode:			
Email Address:			
Home No.		Mobile No.	
Does this person have Parental Responsibility ?		Yes / No	

SECONDARY CONTACT			
1. Mr/Mrs/Miss/Ms/Other	Forename:	Surname:	Relationship:
Address (if different from student's):			
Postcode:			
Email Address:			
Home No.		Mobile No.	
Does this person have Parental Responsibility ?		Yes / No	

You may also wish to nominate a third person, such as a Grandparent or Neighbour, who we could call if we are unable to contact the primary and secondary contacts.

THIRD CONTACT			
1. Mr/Mrs/Miss/Ms/Other	Forename:	Surname:	Relationship:
Address (if different from student's):			
Postcode:			
Email Address:			
Home No.		Mobile No.	
Does this person have Parental Responsibility ?		Yes / No	

Please see Information Booklet for guidance			
ANY OTHER PERSON WITH PARENTAL RESPONSIBILITY			
1. Mr/Mrs/Miss/Ms/Other	Forename:	Surname:	Relationship:
Address:			
Postcode:			
Email Address:			
Home No.		Mobile No.	

Information about your child and their family	
Are there any Court or Guardianship Orders which relate to your child? If yes, please state what and provide a copy for school	Yes / No
Has your child ever been 'Looked After' in the care system ?	Yes / No
Is your child adopted from care? If yes, and if you are willing, please bring their adoption certificate to the office for copying. Additional funding can be sought for any child who has been adopted from care but this funding is only available if we have seen the adoption certificate. This information will be held in the strictest confidence.	Yes / No Office Original seen and copied
Do you consider your child to have a disability? If yes, please provide details	Yes / No
Does anyone else in your family home have a disability?	Yes / No
Does your child have a carer role within the family? If yes, please add any further relevant information	Yes / No
Is your child living in an Armed Forces family?	Yes / No
Is your child entitled to free school meals? If no, have they ever been entitled to free school meals? If they have previously been entitled, what date did this end?	Yes / No Yes / No _____
Has your child been bereaved (parent or sibling)?	Yes / No
Has your child, at any time, been assessed by an Educational Psychologist or professional specialist teacher? If yes, please provide details	Yes/No
Does your child have a sibling at Beverley High School? If yes please provide their name and year group.	Yes/No
Other information If there is anything else you would like us to know about your child, please include a letter or note when you return this form	

Ethnicity and Culture		
Ethnicity	Home Language	First Language
Religion:		
Previous Schools		
School Name	School Address	Dates Attended

Medical Information

The school has a policy and procedure about Supporting Pupils at School with Medical Conditions and this is available to view on the school website or via the school office. Should you wish to discuss any medical issue do not hesitate to contact our Healthcare Advisers or Wellbeing Team , via the School Office.

Name of Doctor (GP): Dr _____

Address: _____

Telephone No: _____

Does your child have any Medical Conditions? Yes / No

Does your child have any non food Allergies? Yes / No

Does your child take regular Medication? Yes / No

Will a duplicate inhaler be provided for storage in school? Yes / No / Not Applicable

Does your child have any specific dietary needs or food allergies? Yes / No

If yes to any of the questions above, please provide details below:

Continue on a separate sheet if required.

Permissions

Please see the accompanying information booklet for guidance

Do you give permission for the school to share information with other agencies for the benefit of your child?	Yes / No
Do you give permission for the school to use your child's named photograph / image?	Yes / No
Do you give permission for your child to take part in visits locally in Beverley?	Yes / No
Do you give permission for your child to use the internet and have an email account at school?	Yes / No

I understand that the information I have provided is to the best of my knowledge accurate. I also understand that any changes to the information provided must be communicated to the school as soon as possible.

This form should be signed by someone with parental responsibility

Signed _____ Name _____

Relationship to child _____ Date _____

Data Protection: The Data Protection Act 2018 (DPA 2018) The purpose of the data protection legislation is to protect the 'rights and freedoms' of natural persons (i.e. living individuals) and to ensure that personal data is not processed without their knowledge. Please see the Information Booklet for our Privacy Notice (Pupils). All policies relating to Data Protection are available on our website www.beverleyhigh.net or via the School Office.

For Office Use Only:

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