



## Child's Details

Please complete and return together with your child's birth certificate.

Surname .....

Middle Name .....

Forename .....

Chosen Name (if applicable) .....

Date of Birth .....

Gender .....

Address .....

Postcode .....

## Additional Information

Ethnicity .....

Religion .....

Home Language (Main language used at home) .....

Is English an additional language? .....

## Medical Information

Please mention any current or previous condition/medication needs that might affect your child's life in school

.....  
.....

Dietary Needs .....

Name of Doctor ..... Tel Number .....

Surgery .....

## Educational Information

Name of last educational provider (e.g. pre school, infant school)

.....

Does your child have a sibling at John Rankin? .....

## Funding (please tick)

- ☐ Is or has your child been looked after by local authority?
- ☐ Is your child eligible for Pupil Premium Grant (PPG)?
- ☐ Does your child have a statement of Special Educational Needs?
- ☐ Is or has your child been entitled to Free School Meal funding?
- ☐ Do you receive extended 30 hours free childcare? If so, what is your eligibility code? .....

- ☐ Service child
- ☐ Traveler status  
Please specify type.....



## Contacts

Name on the birth certificate gives Parental Responsibility unless specified by a court order

1

### Parent/Guardian/Other

Natural Mother/Natural Father

Parental Responsibility

Is there a Court Order Pending or in place?

Title ..... Forename .....

Surname ..... Gender .....

Address .....

Postcode .....

Email .....

Mobile no .....

Home no .....

Work no .....

2

### Parent/Guardian/Other

Natural Mother/Natural Father

Parental Responsibility

Is there a Court Order Pending or in place?

Title ..... Forename .....

Surname ..... Gender .....

Address .....

Postcode .....

Email .....

Mobile no .....

Home no .....

Work no .....

3

### Parent/Guardian/Other

Natural Mother/Natural Father

Parental Responsibility

Is there a Court Order Pending or in place?

Title ..... Forename .....

Surname ..... Gender .....

Address .....

Postcode .....

Email .....

Mobile no .....

Home no .....

Work no .....

4

### Parent/Guardian/Other

Natural Mother/Natural Father

Parental Responsibility

Is there a Court Order Pending or in place?

Title ..... Forename .....

Surname ..... Gender .....

Address .....

Postcode .....

Email .....

Mobile no .....

Home no .....

Work no .....

## Collection Arrangements

Details of collection arrangements

Collection Password (if required)

## Nursery Information

Please indicate the sessions you require (subject to availability)

Day	AM (8.45am-11.45am)	PM (12.00pm-3.00pm)
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

Please return to the school once completed



## Parental Consent

### USE OF STILL & MOVING IMAGES

We may occasionally take photographs of the children at our schools. These images may be used within the school community or other printed publications that we produce, as well as on our website and our closed group Facebook page and Instagram page. We may also, from time to time, video special events involving children from John Rankin Schools.

From time to time the school may also give permission for the media to visit to take still or moving images of notable high profile events such as fetes, special assembly and productions. These images may appear in local or national newspapers, or on televised news programs or documentaries.

We would never use full names in conjunction with images for any external press release, such as the Newbury Weekly News, or on the school website without prior permission from the parent or carer.

*Please note that websites can be viewed throughout the world and not just in the United Kingdom where UK law applies.*

### PUPIL ACCEPTABLE USE AGREEMENT/eSAFETY RULES

- I will only use ICT in school for school purposes.
- I will only use my John Rankin Schools email address when emailing.
- I will only open email attachments from people I know, or whom my teacher has approved.
- I will not tell other people my ICT passwords.
- I will not log on as any other person.
- I will only open/delete my own files.
- I will make sure that all ICT contact with other children and adults is responsible, polite and sensible.
- I will not deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this I will tell my teacher immediately.
- I will not give out my own details such as my name, phone number or home address. I will not arrange to meet someone unless this is part of a school project approved by my teacher and a responsible adult comes with me.
- I will be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.
- I will support the school approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset any member of the school community.
- I know that my use of ICT can be checked and that my parent / carer contacted if a member of school staff is concerned about my eSafety.

**Please return to the school once completed**



## Parental Consent

### CONSENT FOR LOCAL OFF-SITE LEARNING

Throughout the year, the EYFS team organises a number of routine visits and journeys away from the school site as part of the children's learning experience.

Such visits take place during the school day, within the local area. We always ensure that there are plenty of adults to accompany the children on such occasions; staff always ensure that they are safely supervised, with the appropriate ratios and risk assessments in place.

Visits and journeys during the school day provide in the moment experiences for the children's learning, based on their interests. All visits and journeys away from the school site are approved by the Headteacher prior to leaving the site.

The purpose of this consent form is to enable parents/carers of children at the school to give their permission for their child to participate in frequent, local, curriculum-focused visits and journeys during the school day. This consent will allow your child to leave the school site for a local visit on several occasions without having to sign a separate consent form for each visit.

Examples of such visits are: trips to the post box, local park, library, shops and other local outdoor sites. Any visit that goes beyond the local area and involves transport will require specific Informed Consent from parents. In the case that we require additional consent for an event or trip, a further form will be sent to you for completion.

### PERSONAL, SOCIAL, HEALTH & ECONOMIC (PSHE) EDUCATION

PSHE education is a school subject through which pupils develop the knowledge, skills and attributes they need to keep themselves healthy and safe, and prepare for life and work in modern Britain.



## Home School Agreement

In our school you feel secure within a caring atmosphere that promotes excellence, enjoyment and enrichment.

### Parents will

- Ensure children are school ready, had a good night's sleep, breakfast and are equipped for the day
- Get children to school on time every day
- Attend school regularly
- When using social media, will be respectful of the school, staff and the pupils in order to show our pupils that we are positive 'digital role models'
- Read at home with your children at least four times each week
- Share information that will help us to help your child at school
- Help with homework
- Support the school with behavior management

### School will

- Be secure
- Be a happy place
- Provide a high standard of education
- Challenge children to do the best they can
- Foster good relationships with parents and children
- Ensure children fulfil their potential

### Pupils will

- Do their homework
- Read at home
- Remember their PE kit
- Wear a John Rankin school uniform
- Be polite and kind
- Be attentive
- Be respectful
- Have good manners
- Be their best
- Be helpful
- Get plenty of rest
- Follow school rules

Please return to the school once completed



## Tapestry

In Nursery and Reception we capture, record and track your child's progress using 'Tapestry', an on-line observation and assessment tool.

This system, which is hosted in the UK on secure servers. 'These servers are proactively managed 24 hours a day. Each Tapestry account has its own database and the code itself is developed using hack resistant techniques. Filenames are encoded for uploaded videos and images, making Tapestry a safe and secure on-line Learning Journey tool'.

By logging on with a secure username and password you will be able to view all of your child's observations and photographs and from their time in Nursery and Reception. You will also receive an email telling you when a new observation is available for you to view. This will enable you to follow your child's individual progress closely and it allows you to reflect with your child upon their achievements. You can also add your own comments so that we, as staff, can find out about the learning that they get involved in at home. All of the information is stored on a highly secure server which is monitored closely. Please note that parents will only have access to their own child's learning journey.

eSafety is extremely important therefore we ask you to provide us with the following information and to sign the agreement to show that you understand and agree with our guidelines. When you have returned the reply slip, an activation email will then be sent to the registered email for the account. The link contained within the activation email will enable you to set your password and PIN. Please note this link is valid for 30 days, after which point it will expire and you will not be able to use this activation link to activate your account.

Even if you do not have access to email your child will still have an online Learning Journey, we would welcome you at a mutually convenient time at the end of a school day to share and discuss your child's Learning Journey with their key worker or teacher.

### TAPESTRY AGREEMENT— Agreed guidelines for accessing and using Tapestry 'Online Learning Journeys'

As a parent I will:

- Not publish any of my child's observations, photographs or videos on any social media site
- I will keep the login details within my trusted family



## Consent

This consent form is valid for the time that your child attends John Rankin Schools, unless you notify us otherwise.

I have read and understood the parental consent statements and consent/agree to the following:

- ☐ Use of still/moving images to be used in our newsletter
- ☐ Use of still/moving images to be used on our social media pages
- ☐ Use of still/moving images to be used in local or national newspaper or televised news programs/documentaries
- ☐ Pupil acceptable use/eSafety rules
- ☐ Off-site learning
- ☐ PHSE
- ☐ Home School Agreement
- ☐ Tapestry (FS1 and FS2 only)

Name of child .....

Parent/Carer signature .....

Date .....