

DATA COLLECTION SHEET

Please check that the information below is correct.
Complete any missing details, and return to the school office.

Surname:	Legal Surname:	
Forename:	Middle name:	
Chosen name:	Gender:	
Date of Birth:	Year:	Reg Group:
Address:		
Post Code:		
Telephone:		
Email:		

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/Email
1		Tel: Mobile:	Tel: Email:
2		Tel: Mobile:	Tel: Email:
3		Tel: Mobile:	Tel: Email:

Travel Arrangements

If the above information is incorrect, please tick the appropriate choice

Bicycle Train Car/Van Walk Taxi School Bus Car Share
 London Underground Public Bus Service Metro/Train/Light Rail Other

Route

Dietary Needs

Meal Arrangement

If the above information is incorrect, please tick the appropriate choice

Free School Meal Paid School Meal Sandwiches Home Other

Medical Practice:

Address:

Telephone Number:

Medical Condition(s)

Medical Note(s)

Ethnicity :

Home Language:

Religion:

Christian

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:

Date:

