



Registration Form—Upton Junior School

This form is only to be used once a place has been offered. It is not to be used as an application form.

Executive Head: Mrs M Lewis
 Head of School: Miss D Arthur



Pupil Details			
Forename:		Please tick <input type="checkbox"/> Boy	Date of birth:
Middle Name:			Age:
Surname:		<input type="checkbox"/> Girl	Country of birth:
Known as:			Nationality:
Religion:			
PLEASE ATTATCH A COPY OF ANY COURT ORDERS RELATING TO YOUR CHILD			<input type="checkbox"/> Tick if attached

Pupil Address			
House Number:		Street name:	
Town:		Post Code:	
County:		Mode of travelling to school:	

Previous Schools			
School Address:		Date from:	Until date:
School Address:		Date from:	Until date:

Siblings					
1	2	3	4		
Forename:	Forename:	Forename:	Forename:	Forename:	
Surname:	Surname:	Surname:	Surname:	Surname:	
Date of Birth:	Date of Birth:	Date of Birth:	Date of Birth:	Date of Birth:	
School if applicable:	School if applicable:	School if applicable:	School if applicable:	School if applicable:	

Looked After Children or Children on Child Protection Register—leave blank if not applicable			
Previous name:		Child Protection Register:	Notes or additional information
Legal name:		Looked After Child Register:	
Home Local Authority:		Personal Education Plan (PEP)	
Name of carer:		Contact number:	

HM Armed Service Personnel Children—leave blank if not applicable. Royal Air Force, Army, Royal Navy			
Parent Name:		Service:	
Rank:		Additional info:	

Upton Junior School
 Edge End Road
 Broadstairs
 Kent
 CT10 2AH

A Viking Academy Trust Publication
www.vikingacademytrust.com



Medical Contact Information

G.P Name:		G.P Practice Address:	
G.P Telephone:		G.P Post Code:	

Medical Conditions: (parents will be invited to complete a Pupil Care Plan with the welfare team should any information be listed below. The Care Plan will outline any medical requirements your child has and how the school will assist)

Is your child normally healthy?	
Please list any serious illness or accidents:	
Has your child ever been in hospital for any reason? If so please provide details	
Is there a condition that may affect school life or require support?	
Has your child had any of the following: (tick box if yes, leave blank if no)	Allergies: <input type="checkbox"/> Asthma: <input type="checkbox"/> Epilepsy or fits: <input type="checkbox"/> Heart Problems: <input type="checkbox"/> Nose Bleeds: <input type="checkbox"/> Speech or hearing difficulties: <input type="checkbox"/> Mobility difficulties: <input type="checkbox"/> Other: <input type="checkbox"/>
Known medical conditions (include allergies and information on checked boxes above):	
List continuous medical treatment or medicines:	
Any emergency information:	

First Aid

Should your child receive any first aid treatment, this will be recorded by the qualified first aider, and if serious a call will be made to the home indicating treatment given.

I give permission for first aid to be administered:	<input type="checkbox"/> I give permission	<input type="checkbox"/> I do not give permission
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Hospital or Emergency Services Referral

In the event of emergency service attention being considered necessary (e.g. hospital or police) by the school in an emergency, please give consent for referral. Parents will be contacted immediately, for example, after calling for an ambulance.

I give permission for hospital referral :	<input type="checkbox"/> I give permission	<input type="checkbox"/> I do not give permission
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Special Educational Needs (SEN)

Does your child have any Special Educational Needs about which you are aware?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please provide information:	
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Behaviour Needs

Does your child require particular support with behaviour difficulties?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Additional information:	
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Free School Meals and Dietary Information

All children in Reception to Year 2 will be provided a free school meal. However, a child can usually receive free school meals if the parent is receiving : Income Support; Income-based Job Seeker's allowance; Employment and Support Allowance (IR); Assistance as an Asylum Seeker; Child Tax Credit, provided that your annual income is less than a given amount.

Will your child usually take:	<input type="checkbox"/> School Meal (free or paid)	<input type="checkbox"/> Packed Lunch	<input type="checkbox"/> Go home for lunch
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Free School Meals and Dietary Information (continued)

Important Dietary information:	
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Family will:

- Ensure the child arrives on time for 8.40am and properly equipped.
- Ensure the child attends regularly and provide an explanation for the absence on the first day, using the absence answer-phone, telephone number 01843 861393.
- Attend parent consultations to discuss pupil progress and attitude.
- Encourage the completion of any home learning.
- Be aware of and support the school's behaviour policy.
- Support the school's curriculum and pastoral aims.

Parent's name: _____ Parent's signature: _____

School will:

- Encourage children to do their best at all times, striving for high standards in work and behaviour.
- Encourage children to take care of their surroundings and others around them.
- Inform parents of children's progress at regular meetings.
- Provide parents with termly aims through newsletters and other forms of communication.
- Offer opportunities for parents to become involved in school life.
- Provide a curriculum to meet the needs of the children, including tasks to be undertaken at home when necessary.
- Provide information about the school organisation, for example in the parents' prospectus and regular newsletters.

Head of School - Miss Arthur

Signature:

The pupil will:

- Support Upton's Golden Rules and Core Values
- Remember everyone is special and important.
- Treat everyone as you would like to be treated.
- Listen when others are talking.
- Try your best always.
- Take care of people and property.
- Use the school responsibly.

Pupil's name: _____ Class: _____ Pupil's signature: _____

Together we will:

- Work in partnership to support pupils and allow children to develop to the best of their ability.
- Encourage pupils to keep the school's Golden Rules and develop our Core Values.
- Encourage pupils to be neat, tidy, well organised and responsible citizens.



Uniform List
UPTON JUNIOR SCHOOL
One Childhood, One Chance



Viking Academy Trust
UPTON JUNIOR SCHOOL
One Childhood, One Chance



Parents may need to be contacted at any time and if the school cannot reach you, they will contact other listed adults as listed below, usually relatives such as grandparents or neighbours. Parents must inform the school of any changes to this information as soon as possible.

Uniform is worn at Upton Junior School to develop a sense of pride in being a member of the Viking community.

Our expectations for uniform are as follows:

Boys	Girls
Black or grey trousers or shorts Blue or white polo shirt or shirt Navy sweatshirt Black, grey or white socks Black shoes (no trainers)*	Black or grey skirt, trousers, shorts or pinafore dress White polo shirt or blouse Navy sweatshirt or cardigan Black, grey, white socks or tights Blue and white checked or striped summer dress Black shoes (no trainers or sandals)*

Boys and Girls

***Black trainers and boots may be worn to and from school, outside on the playground at break or lunchtime. We expect the children to change into their school black shoes or plimsols when they come into school.**

PE Kit

Navy or black shorts, dark coloured tracksuit bottoms (non-branded), White T-Shirt, Coloured house team T-Shirt, Upton 'Hoodie', Black plimsolls or Non-branded training shoes—not fashion shoes, Bare feet for gym or dance, boots must be worn for football or rugby. No jewellery can be worn for PE. Long hair must be tied back. Swimming—Swimming costume

Other information

In the interest of safety only stud earrings and a small watch may be worn. There should be no make-up, nail varnish, temporary tattoos or hair colours. Hair accessories should be in school uniform colours. No toys or electrical equipment of any kind should be in school. Mobile phones need to be switched off and kept in lockers at the beginning of every day.

In addition...

No outside garments to be worn in the building (hoodies, coats and hats)
 Uniform to be worn properly (shirts tucked in, collars down etc.)

For more information, the school uniform policy can be accessed under the 'Policies' section of the school website, uptonjunior.com

Priority Contact 1
 Parent 1—contact details (this should be the main parent with whom the child resides)

Title: (e.g. Mr or Mrs):		Relationship to child (e.g. father):	
Parental Responsibility:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Address:
Forename:			Post Code:
Surname:			Home telephone:
E-mail:			Mobile telephone:
Employer:			Work telephone:
Other info/ numbers:			

Priority Contact 2
 Parent 2—contact details (this should be the main parent with whom the child resides)

Title: (e.g. Mr or Mrs):		Relationship to child (e.g. father):	
Parental Responsibility:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Address:
Forename:			Post Code:
Surname:			Home telephone:
E-mail:			Mobile telephone:
Employer:			Work telephone:
Other info/ numbers:			

Priority Contact 3

Title: (e.g. Mr or Mrs):		Relationship to child (e.g. grandfather):	
Parental Responsibility:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Address:
Forename:			Post Code:
Surname:			Home telephone:
Mobile number:			

Local Visits—Statement of Consent

Local visits are regularly organised by the school such as to the church, the harbour, local parks and the surrounding neighbourhood. Parents are requested to give blanket permission to such events for the duration of the pupil's time at the school. Educational visits involving a financial contribution are usually approved by parents via a letter home. The school undertakes risk assessments before all visits.

I hereby give permission for my child as named above in this registration form to be taken out on educational visits by the school.

Please tick:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Home School Agreement

On accepting a place at the school, parents are required to agree to a home-school agreement. The agreement outlines the rights and responsibilities of the school and that of parents. A copy is on the school's website. By working together in professional partnership, together we shall ensure a quality education for your child.

I accept the home-school agreement on the school's website and agree to abide by the acceptable code of conduct for parents.

Please tick:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Pupil Details			
Pupil Forename:		Pupil Surname:	

Pupil Ethnic Origin

Our ethnic background describes how we think of ourselves. It may be based on many things including skin colour, language, culture, ancestry or family history. **Ethnic origin is not the same as nationality or country of birth.** The Information Commissioner (formerly the Data Protection Registrar) recommends that children over 11 years of age describe this for themselves. For those under 11 years, parents are asked to make this decision for their children. *Any information provided is used solely to compile statistics to ensure pupils from all backgrounds have equal opportunities in education and that no group performs less well than any other.* Please tick **one** box to identify the ethnic background of the child named on this document.

White	British	<input type="checkbox"/>	Mixed	White and Black Caribbean	<input type="checkbox"/>	Asian or Asian British	Indian	<input type="checkbox"/>
	Irish	<input type="checkbox"/>		White and Black African	<input type="checkbox"/>		Pakistani	<input type="checkbox"/>
	Traveller	<input type="checkbox"/>		White and Asian	<input type="checkbox"/>		Bangladeshi	<input type="checkbox"/>
	Gypsy/Roma	<input type="checkbox"/>		Turkish Mixed	<input type="checkbox"/>		Chinese	<input type="checkbox"/>
	Albanian	<input type="checkbox"/>		Greek Mixed	<input type="checkbox"/>		Any other Asian	<input type="checkbox"/>
	Portuguese	<input type="checkbox"/>		Cypriot Mixed	<input type="checkbox"/>		Please specify:	
	Spanish	<input type="checkbox"/>		Any other mixed	<input type="checkbox"/>			
	Italian	<input type="checkbox"/>		Please specify:				
	Kosovan	<input type="checkbox"/>						
	Greek	<input type="checkbox"/>						
	Greek Cypriot	<input type="checkbox"/>						
	Turkish Cypriot	<input type="checkbox"/>						
	Turkish	<input type="checkbox"/>						
	Other	<input type="checkbox"/>						
Black or Black British	Caribbean	<input type="checkbox"/>	Any other ethnic	Afghan	<input type="checkbox"/>	Please tick here if you do not wish an ethnic code to be recorded: <input type="checkbox"/>		
	African	<input type="checkbox"/>		Arab (other)	<input type="checkbox"/>			
	Black British	<input type="checkbox"/>		Egyptian	<input type="checkbox"/>			
	Black Angolan	<input type="checkbox"/>		Iranian	<input type="checkbox"/>			
	Black Congolese	<input type="checkbox"/>		Iraqi	<input type="checkbox"/>			
	Black Ghanaian	<input type="checkbox"/>		Kurdish	<input type="checkbox"/>			
	Black Nigerian	<input type="checkbox"/>		Lebanese	<input type="checkbox"/>			
	Black Sierra Leonean	<input type="checkbox"/>		Libyan	<input type="checkbox"/>			
	Black Somalian	<input type="checkbox"/>		Moroccan	<input type="checkbox"/>			
	Black Sudanese	<input type="checkbox"/>		Yemeni	<input type="checkbox"/>			
	Any other	<input type="checkbox"/>		Any Other	<input type="checkbox"/>			
This information was provided by:		<input type="checkbox"/>			<input type="checkbox"/>			
		Pupil			Parent			

Declaration	
I hereby confirm that the information contained in this registration form is true and to the best of my knowledge and belief.	Signed:
	Name:
	Date:

Use of Photography and Digital Media		
During your child's time at school we often use digital media including photography and video. We have a safe use of images and digital media policy and follow national guidelines. Such media may be used in newsletters, in pupil profiles given to you as a parent, on the website or sometimes with the local press or local authority—although we would seek additional permission for press publications. The use of images in newsletters and the websites are carefully chosen. Parents may request the removal of an image of their child from the website at any time. Please see Section 5 of our safeguarding policy for further information.		
Having read the above do you give consent for digital media including photographs to be used by the school?		
Please tick:	<input type="checkbox"/> Yes, I give consent	<input type="checkbox"/> No, I do not give consent

English as an Additional Language (EAL)					
In England, children whose parents or grandparents can speak in another mother tongue are classed as having English as an additional language status. This may appear to have no impact on the pupil above but the status remains the same.					
EAL is encouraged as it can enrich and enhance a child's educational success. It is also essential for the school to separate issues of EAL from special needs.					
Pupil's first language:		Spoken	Other family languages spoken by pupil (even if not very well):		Spoken
		Read			Read
		Written			Written
Main language used at home:		Spoken	Any other info:		
		Read			
		Written			
Other family languages used in the home by adults: (Please state by whom)		Spoken	Any other info:		
		Read			
		Written			

Declaration	
I hereby confirm that the information contained in this registration form is true and to the best of my knowledge and belief.	Signed:
The information collected in this form may be shared with colleagues in the Education Services and the Department for Education. The full data protection statement is available upon request from the school.	Name:
	Date: