State School Name :

Child Pre Registration

Scholastic Year 20__/20__

Child Details

Name

Surname

Date of Birth d d / m m / y y

Id Card No.

Class

Gender ☐ **Male** ☐ **Female**

Address

Post Code

Proof of Residence _____

(Officer is to certify correct against Water & Electricity Bill)

Parents' Details

Father's Name

Surname

ID. No.

Tel. Nos.

Mother's Name

Surname

ID.No.

Tel. Nos.

Legal Guardian's Details (if applicable)

Guardian's Name

Surname

ID. No.

Tel. Nos.

Signature *(father)* _____

Signature *(mother)* _____

Documents Required with form :

a) One of the Parents' Id Card or Legal Guardian's Id Card

b) Most recent Water & Electricity Bill as Proof of Residence

Date: d d / m m / y y

Data Protection Statement

This information is required for the school administration purposes. Some of the information may be passed to the College of which the school forms part and the Education Directorates. It will be held in strict confidence both manually and on computer where only authorised staff can have access to it. The school and the Education Directorates carry out their functions under the Education Act 1988. Parents are to inform the Head of School with changes to the information submitted above. All data is collected and processed in accordance with the Data Protection Act 2001. Other subsidiary legislation and the school Data Protection Policy, a copy of which is available on demand. Parents may write to the Head of School for access to data held on their son/daughter and about themselves.

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