



SOMERHILL

**Registration Form**

## Somerhill Registration form

We need this information to be able to process your application for a place for your child. Information which is mandatory for you to provide is indicated below by a \*. If you do not complete the mandatory sections in full this may delay your application.

<b>Your child</b>					
<b>Surname of your child*</b>					
<b>First names*</b> (underline preferred name)					
<b>Date of birth*</b>					
Birth Cert Number:			Passport Number:		
<b>Nationality*</b>				<b>Birth Gender*</b>	
Is your child British or Swiss or from a country within the European Economic Area? *		Yes/No	What is your child's first language? (language to which a child was initially exposed during early development and continues to be exposed in the home/community)		
			Does your child speak or is exposed to a second language?		
If you answered No above, please state your child's nationality.					
<b>Type of place*</b> (please tick)					
<input type="checkbox"/> Yardley Court		<input type="checkbox"/> Derwent Lodge		<input type="checkbox"/> Somerhill Pre-Prep	
<b>Proposed academic year and term of entry*</b>					
<b>Year Group on entry*</b>					
<b>Have you registered your child's name at any other school(s) and if so, which?</b>					
<b>Parent 1</b>					
<b>Title*</b>					
<b>Full name*</b>					
<b>Relationship to child*</b>					
<b>Contact telephone number*</b>		<b>Evening</b>		<b>Mobile</b>	
<b>E-mail address*</b>					
<b>Address</b> (Including postcode) *			<b>Is this the main home address of the pupil?</b>		
<b>Occupation</b>					
<b>Employer's business name and address</b>					

<b>Parent 2</b>				
<b>Title*</b>				
<b>Full name*</b>				
<b>Relationship to child*</b>				
<b>Contact telephone number*</b>		<b>Evening</b>		<b>Mobile</b>
<b>E-mail address*</b>				
<b>Address* (including postcode)</b>				<b>Is this the main home address of the pupil?</b>
<b>Occupation</b>				
<b>Employer's business name and address</b>				
<b>Parental responsibility.</b>				
We are required to confirm the parental responsibility for all pupils. Please tick below which Parent(s) have Parental Responsibility.				
<b>Parent 1</b>		<b>Parent 2</b>		
<b>Other people with parental responsibility*</b>				
Please provide the name(s) and current address(es) of any other person with parental responsibility (i.e. legal responsibility) for the above named child. This may be a legal guardian or step-parent and their consent to the child attending the School will be required if an offer of a place is made.				
<b>Title</b>				
<b>Full name</b>				
<b>Address (Including postcode)</b>				
If someone other than the first and second signatories is to pay the School fees for your child, please provide below their full name and address and their relationship to your child.				

<b>Please mention here the names of any other members of the family attending the School or registered for entry; or any other connections with the school:</b>			
<b>Please indicate how you first heard of the school:</b>			
<input type="checkbox"/> Banner/minibus	<input type="checkbox"/> Good Schools Guide	<input type="checkbox"/> Friends	<input type="checkbox"/> Social Media
<input type="checkbox"/> Website	<input type="checkbox"/> Independent Schools Council/Inspectorate or Other (please specify)		
<b>Please state the name and address of the present school (with dates of attendance)</b>			
<b>Name and address of school*</b>			
<b>Dates of attendance*</b>	<b>From:</b>	<b>To:</b>	
<b>Name of Head*</b>			
<p><b>Please confirm that we can contact your child's school for references/reports from date of receipt of this signed form:</b>          Yes / NO *</p> <p><i>*If no, please explain why</i></p> <p><b>Please include your child's latest school report with this registration form</b></p>			
<b>Please outline any of your child's artistic, dramatic, musical, or sporting skills or experience</b>			
<b>Please give an outline of your child's other hobbies or interests</b>			
<b>Please provide any additional confidential information, if applicable, in order to assist us with making any special arrangements which are required for School visits and/or entrance assessments.</b>			

**Notes:** 1. Early registration is recommended. Registrations will be considered in the order they are received. Offers of places are subject to availability and the admission requirements of the School at the time offers are made. A copy of the Trust's *Terms and Conditions* will be supplied on request. 2. Please provide a copy of your child's passport or birth certificate, this is for registration information only and will not be retained by the school.

## How we will use the information provided in this form

This information will be used by the Trust and the School during the admissions process in order to manage and assess your application and your child's suitability for a place at the Trust.

For example:

- a) we may contact your child's current or previous school to ask for a reference;
- b) we may ask for information about other schools to which you are applying
- c) we may contact other people with parental responsibility to check that they consent to your child joining the School;
- d) this form will be used to ensure that we have made any reasonable adjustments/suitable arrangements for your child when they visit the School or during any entrance assessments and subsequently if they are offered a place;
- e) we may share your information with credit reference agencies.

If your child is not offered a place, or if you do not accept the offer of a place, we will only retain this information for as long as we need to. Unless there are exceptional circumstances, information is kept for a year after the end of the admissions process.

For more information about how the Trust and the School will use your information, and your child's information, please see our pupil privacy notice and our parent privacy notice. Both documents are published on the School's website: [www.somerhill.org](http://www.somerhill.org). If your child is aged 12 years or older, please show them a copy of the pupil privacy notice and discuss it with them.

### Declaration

I / We request that our child named above is registered as a prospective pupil.

I / We enclose a copy of our child's **passport or birth certificate**.

I/we include my child's latest **school report**.

I / We have paid by bank transfer the non-refundable **Registration Fee of £150.00** (to Somerhill Charitable Trust Ltd, 20-93-32, 03332349) together with this completed Registration form duly signed by me / us.

**All Parents with Parental Responsibility must sign this form.**

	First signatory	Second signatory
<b>Signature*</b>		
<b>Name in full*</b> (Please include all names)		
<b>Date of birth</b>		
<b>Relationship to child*</b>		
<b>Date</b>		