

Registration Form

for The Perse Prep School



THE PERSE
PREP SCHOOL
CAMBRIDGE

Please complete all sections of this form using BLOCK letters and return with a £125 registration fee to: The Perse Prep School, Trumpington Road, Cambridge, CB2 8EX. Please return by the application deadline—this date can be found on our website: perse.co.uk/prep/admissions

Please affix a passport sized photograph for the interviewer to use.

Child

Legal surname: _____ Middle name(s): _____

Legal first name(s): _____ Preferred first name: _____

Date of birth: - - Sex: Male Female

We will require you to send us a copy of your child's birth certificate (transcribed into English if necessary).

Entry

Date of entry: Michaelmas 20 School year at entry: Year 3 Year 4 Year 5 Year 6

Term Time Address

The Perse is a day school and pupils should live within reasonable commuting distance of the School (usually defined as within 1 hour travelling time). If you currently live outside of the School's catchment, please explain how you will meet our residency requirement using a continuation sheet.

Address: _____

Postcode: _____

Nationality

Nationality: _____

Please note if the child does **not** hold a British passport and is a citizen of a country outside the EEA or Switzerland, you must send us:

- A copy of the child's passport showing all personal identity details (including biometric details), leave stamps, or immigration status document including period of leave to remain (permission to stay) in the UK
- A copy of any residence permit issued in the name of the child

Please tick the box if English is **not** the child's first language:

Child's first language (if not English): _____

Other languages spoken at home: _____

Parental Information

*Parental responsibility is defined by the Children Act 1989 <http://www.legislation.gov.uk/ukpga/1989/41/section/3> as “all the rights, duties, powers, responsibilities and authority which by law a parent of a child has in relation to the child and his property”. It equates to legal responsibility for your child. If you have any doubts about whether you do or do not have parental responsibility for the child you may wish to seek legal advice.

**Marital status can be defined as Married, Single, Widowed, Divorced, Separated, Civil Partnership etc.

Parent 1

Do you have legal parental responsibility*: Yes No Relationship to child: _____

Title: _____ First name(s): _____

Surname: _____ Occupation: _____

Telephone (home): _____ Telephone (work): _____

Telephone (mobile): _____

Email (home): _____ Email (work): _____

Address (if different to child please also provide reason): _____

_____ Postcode: _____

Parent 2

Do you have legal parental responsibility*: Yes No Relationship to child: _____

Marital status of Parent 1 and Parent 2**: _____

Title: _____ First name(s): _____

Surname: _____ Occupation: _____

Telephone (home): _____ Telephone (work): _____

Telephone (mobile): _____

Email (home): _____ Email (work): _____

Address (if different to child please also provide reason): _____

_____ Postcode: _____

Assistance with school fees

We offer a number of means tested bursaries for families of limited means. Financial support is available ranging from 5% to 100% of tuition fees. Further details are available on our website.

I/We would like to apply for means tested assistance with school fees:

If you tick this box, the Bursary Department will contact you to ask you to complete forms for means-testing. If you have not heard from the Department one week before the entrance assessment, please contact the Bursary on 01223 403800.

Confidential Information

Please ensure that all sections on this page are completed.

It is a requirement of the School that parents disclose any learning difficulty, disability, or special educational need, as well as any behavioural, emotional and/or social difficulty. This will enable us to consider any adjustments that we may need to make to assist the child to partake in the school's admissions procedure or, if an offer of a place is made and accepted, when they enter the school. Prior to the commencement of the admissions process, we will contact you about any special arrangements your child may require. Failure to disclose relevant information may result in the Perse School being unable to make adjustments which can be reasonably made and lead to the withdrawal of any offer.

Does the child have a special educational need or disability? Yes No

If yes, please specify the nature of the special educational need/disability: _____

Has the child been seen by a specialist (e.g. educational psychologist, specialist teacher, occupational therapist, speech and language therapist, optometrist etc.)? Yes No

If **yes**, please attach a **copy of the report(s)** to this application.

Does the child have a statement of educational need or an EHC plan? Yes No

Is the child in receipt of learning support? Yes No

If yes, how many hours per week? _____

Will the child require any special arrangements to attend our entrance screening? Yes No

If yes, please give details: _____

Please provide details of any dietary requirements the child has: _____

Please provide details of any medical condition, health problem or allergy affecting the child: _____

Our Head of Learning Support will assess the information provided. Special arrangements for our entrance screening will be subject to approval based on the School's policies on access arrangements.

Perse Connections

Please give details of any connection you may have to The Perse School (including sibling connections and dates if Old Persean).

Full name: _____ Connection: _____

Full name: _____ Connection: _____

Please use a continuation sheet if necessary.

Siblings

To comply with safeguarding advice we need to ask for details of siblings not at the Pelican, Prep or Upper.

Full name of sibling: _____

Date of birth : - - Gender: Male Female

Current school: _____

Full name of sibling:

Date of birth: - - Gender: Male Female

Current school: _____

Full name of sibling: _____

Date of birth: - - Gender: Male Female

Current school: _____

Please use a continuation sheet if necessary.

Child's current school

Please note: a confidential reference will be sought from the child's current school prior to assessment.

Name of school: _____

Name of Head (including title): _____

Email of Head: _____ School website: _____

Telephone: _____

Address: _____

_____ Postcode: _____

Date of joining: - -

Where the child has been at their current school for **less than two years**, please also provide details of their previous school. In this case the previous school may also be approached for a reference.

Name of school: _____

Name of Head (including title): _____ Email of Head: _____

School website: _____ Telephone: _____

Address: _____ Postcode: _____

Date of joining: - - Date of leaving: - -

Registration fee*

Please tick as appropriate

The registration fee of £125, payable to The Perse School by cheque in £ sterling is enclosed

The registration fee of £125 has been sent to The Perse School by electronic transfer

If you wish to make an electronic transfer the details are as follows:

Branch: Cambridge University

Sort Code: 30 91 56

Account Number: 03209880Account

Name: The Perse School

BIC Code: LOYDGB21018

Swift Code: LOYDGB2L

IBAN Code: GB32LOYD30915603209880

Reference: Child's Name

Please ensure that the child's name is quoted as a reference so that the payment may be matched to their application. Failure to do so may delay your application.

*The Registration Fee reflects the costs incurred by the School in administering the admissions process before the offer of a place is made and is non-refundable irrespective of whether or not the registered child actually attends the entrance tests.

Notes: Offers of places are subject to availability and the admission requirements of the school at the time offers are made. A copy of the current edition of the standard terms and conditions will be supplied on request.

Declaration

All parents/persons with legal parental responsibility for the child, as defined by the Children Act 1989, must sign this registration form and tick all relevant boxes below. If legal parental responsibility has been removed by a court order please provide supporting evidence. We will not be able to process this application without this information.

1. I/We request that the above-named child be registered as a prospective pupil and s/he sit The Perse Prep School entrance test and we have paid the non-refundable £125 registration fee.
2. A copy of the child's birth certificate is enclosed (transcribed into English).
3. A copy of the child's passport showing all personal identity details (including biometric details), leave stamps, or immigration status document including period of leave to remain (permission to stay) in the UK is enclosed if the child does not hold a British passport or is a citizen outside the EEA or Switzerland.

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

1. We will contact your child's current and/or previous school to ask for a reference.
2. We will contact other people with parental responsibility to check that they consent to your child joining the School.
3. The Confidential Information section 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.
4. We may share your information with credit reference agencies.

First signature: _____

Name in full: _____

Relationship to child: _____ Date: - -

Second signature: _____

Name in full: _____

Relationship to child: _____ Date: - -

The information requested on this form is needed because the School has contractual and statutory duties towards your child. For more information about how the School will use your information, and your child's information, please see our pupil and parent privacy notices. Both of these documents are provided with the letter of offer and published on the School website: www.perse.co.uk/policies

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.

The Perse School is a charitable company limited by guarantee (company number 5077683, registered charity number 1120654) registered in England and Wales whose registered office is situated at The Perse School, Hills Road, Cambridge, CB2 8QF