

DATA COLLECTION SHEET

All the personal information we hold is held and processed in accordance with data protection legislation. Please refer to the Privacy Notice (located on our website) for details of how personal information is used.

PUPIL INFORMATION	
Surname:	Gender:
Forename:	Middle name:
Home Address:	
Post Code:	Home Phone no:
Date of Birth:	
Home Language:	Religion:

CONTACT INFORMATION		Adults with Parental Responsibility and other contacts as required in priority contact order (continue overleaf if necessary)			
Priorit y	Contacts	Home contact details	Work contact details	Permission to be contacted an emergency contact	Permission to be contacted by email/text for routine school communications
1	Mother (name) Parental Responsibility?	Address: Tel: Mobile: Email:	Tel: Email:	Yes/No	Yes/No
2	Father (name) Parental Responsibility?	Address: Tel: Mobile: Email:	Tel: Email:	Yes/No	Yes/No
3	Other (name)	Address: Tel: Mobile: Email:	Tel: Email:	Yes/No	Yes/No

TRAVEL ARRANGEMENTS						
<input type="checkbox"/>						
Bicycle	Train	Car	Walk	Taxi	School Bus	Car Share

DIETARY ARRANGEMENTS						
Dietary Requirements:						
Food Allergies:						
Meal Plan:						
Type of meal	Mon	Tue	Wed	Thu	Fri	
School Meal						
Packed Lunch						
Home						

MEDICAL INFORMATION	
Medical Practice: Address: Telephone Number: Medical Condition(s):	

OTHER INFORMATION	
Previous School: Special Educational Needs:	

Data Protection Legislation: The school is registered with the Information Commissioner for holding and processing of 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 other agencies including Warwickshire County Council and the Department for Education. Please see our Privacy Notice for full details of how we use and share the above personal information.

Please note that you have the right to withdraw or amend your consent for the sharing of personal information at any time, although we will need to have certain personal information to fulfill our legal duties. You can notify us of a withdrawal of or any changes to your consent by contacting Mrs Louise King 01295660258 bursar@stmarys-pri.northants-ecl.gov.uk

Name:	Date:
Signature:	