



**DRIFFIELD
SCHOOL
& SIXTH FORM**

YEAR 6 ADMISSION FORM

Believe • Achieve

Please return by 21/03/22

Please return via email to admissions@driffieldschool.org.uk

All information supplied by you in connection with this application, both now and in the future, will be processed in confidence by Driffield School and Sixth Form for the purpose(s) of their education. However, in order to better assess your needs and the accuracy of the information supplied, we may share this information with other bodies (including further and higher education institutions).



Section 1 – Student details

Legal Surname:	
Legal Forename(s):	
Preferred Surname:	(if applicable)
Preferred Forename:	(if applicable)
Home address:	
Postcode:	
Date of birth:	
Country of birth:	
Nationality:	
Sex:	
Gender:	
Ethnicity:	
First language:	
Religion:	
Primary school attended:	
Does the student have any siblings currently attending Driffield School? Please enter name/s and form/house	

Section 2 – Parent/carer details

*Please note, electronic communication is the school's preferred method of communication and enables parents or carers to receive frequent email and text message communication.

Please ensure your email address is entered correctly in this section and confirm which contact/s should be priority contacts to receive all school communications

• Parent/carer 1

Relationship to student:	
Title:	
Full name:	
Address (if different from student):	
Home phone number:	
Mobile phone number:	
Work contact number:	
*Email address:	
Please tick this box if priority contact: <input type="checkbox"/>	Priority contact - I confirm this contact is a priority contact and will receive <u>all</u> school communications
Do you have parental responsibility for this student? <div style="float: right;">Yes No</div>	
For the definition of a parent, please see Appendix 2.	

Section 2 continued– Parent/carer details

• Parent/carer 2

Relationship to student:	
Title:	
Full name:	
Address (if different from student):	
Home phone number:	
Mobile phone number:	
Work contact number:	
*Email address:	
Please tick this box if priority contact: <input data-bbox="424 1608 507 1697" type="checkbox"/>	Priority contact - I confirm this contact is a priority contact and will receive <u>all</u> school communications
Do you have parental responsibility for this student? <div> Yes No </div>	
For the definition of a parent, please see Appendix 2.	

Section 3 – Other contacts

• Contact 1

Relationship to student:	
Title:	
Full name:	
Address (if different from student):	
Home phone number:	
Mobile phone number:	
Work contact number:	
Email address:	

• Contact 2

Relationship to student:	
Title:	
Full name:	
Address (if different from student):	
Home phone number:	
Mobile phone number:	
Work contact number:	
Email address:	

Section 4 – Medical information



- **Doctor information (in event of emergency)**

Medical Practice:	
Telephone number:	
Address:	

- **Allergies, disabilities or serious illness/conditions which may cause difficulties at school (please state all, including asthma)**

Allergies:	
Disabilities:	
Illness/conditions:	
Other, please give detail:	

Does your child have a treatment plan?

Yes		No	
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Section 4 continued – Medical information

• Medication – please detail medication needs

Name of medication:	
Condition medication required for:	

Name of medication:	
Condition medication required for:	

Name of medication:	
Condition medication required for:	

Name of medication:	
Condition medication required for:	

My son/daughter will need to have the above medication in school on a regular basis and will leave this medication with Health Point.

* Parent/carer signature:	
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*Typing your name in this box will be equivalent to your physical signature

Please note that in order for school to administer medicines, you will also need to complete a Parental Agreement for School/Setting to Administer Medicine form.

Asthmatics should carry their inhalers at all times. If you wish to alter these arrangements, you will need to notify the school in writing.

In the event of us not being able to access the student's personal epipen or inhaler, the school has provisions to keep spares for your child on the site should you wish.

Section 5 – Dietary & transport



• Dietary needs – please tick all that apply

Vegan		Vegetarian		No dairy produce		Gluten Free	
No nuts of any type		Seafood allergy		Kosher foods only		Halal	
No pork		Other food allergy	Please state:		Other dietary need	Please state:	

• Transport – please tick ONE usual mode of transport to/from school

School bus		Service bus		Car		Walk	
Cycle*		Train		Taxi		Other	

***Cycling – if you wish your child to cycle to school, please sign below.**

- I hereby give permission for my son/daughter to travel to and from school by bicycle, either as a permanent or occasional arrangement.
- I further undertake to accept responsibility for his/her safety en route by ensuring that the cycle is maintained in a roadworthy condition. I will attend to any repairs deemed necessary for safety by the Humberside Police at any of their periodic inspections of the school.
- I understand that the school cannot be held responsible for loss or damage of student bicycles, however this is caused.

*Parent/carers signature:	
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**Typing your name in this box will be equivalent to your physical signature*

Section 6 – Interests

- Interests - Please complete below if applicable

Musical ability - please state instrument, membership of choir etc.	
Sporting ability - please state membership of team, individual sports etc.	
Other interests/activities – please state membership of activity	

Section 7 – Year 7 preferences

- Year 7 language preference

Specific Language Preference - please tick which language your child would prefer to learn (either French or Spanish).

Please note that half of the year group study French and half study Spanish. Indicating a preference for a specific language may affect the form group that your child is placed in. Although we try to accommodate your preference, we cannot guarantee this.

French	
Spanish	
No preference	

- Year 7 friends form/class placements

Form/class friend preference - please enter full names of 3 friends they would like to be placed with in Y7 form/classes:

Please note that other factors (such as language preference, who the friend names and house preferences) can affect whether or not your child can be placed with a named friend.

Friend 1	
Friend 2	
Friend 3	



Section 8 – Consent & GDPR

Student name:

• Images:

An image of your child will be held on our student database for safeguarding. In addition to this, we ask for your consent to take photos/videos of your child for the purposes described below.

Please tick to give consent:

I consent for photos/videos of my child to be used for:

School publications	Yes		No	
School website/social media	Yes		No	
Internal displays	Yes		No	
External advertising & media	Yes		No	

OR

I do not consent for any images/video to be taken or used for any reason by the school (with the exception of the student database image)

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• Sporting Fixtures:

My child can take part in sporting fixtures (including those away from the school site) and I understand that communication about fixtures may be verbal and can be checked with the PE Office during the day.

Yes		No	
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• Online Learning Resources:

As part of our further learning resources, our library has the facility for students to access online resources. In order to set up accounts to access this, we need permission for students under 14 years of age. Please indicate below if you give consent for an account to be set up to access these resources.

I give consent to allow my child to access the eBook platform

Yes		No	
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For further information about the eBook platform, please visit the website here: <https://www.brownsbfs.co.uk/VLeBooks>

CONFIDENTIAL

Section 9 – Court orders



Is there a court order that the school should be aware of?

If yes, please email a copy of the order to office@driffieldschool.org.uk for the school's records.

Yes		No	
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Section 10 – Service Children in Education

Funding is available for students who have a parent in the Armed Forces.

Please complete details below if applicable:

Name of parent in service:	
Position:	
Date service commenced:	
Regiment/base address:	

Section 11 – Declaration



I agree to and support the Driffield School & Sixth Form Home School Agreement, a copy of which can be read in the Year 6 Handbook.

Shared Information

Integrated children services mean that the school works closely with a range of agencies to provide support and services to children and their families. The school therefore seeks your consent to share relevant information with the agencies that are part of the integrated services provision (if appropriate). The agencies that form the multi-agency forum include: Children's Services, Health Services, Children and Adolescent Mental Health Services, Youth Support Service, Police, Safer Communities and the Council's Education Services. More details can be found in appendix 1.

I understand that information will only be shared if it is relevant and only be used to provide appropriate services for my child. I agree that relevant information may be shared, to ensure that my child receives appropriate services.

Parent/carer PRINT NAME:	
*Parent carer SIGNATURE:	
Date:	

*Typing your name in this box will be equivalent to your physical signature

Should you wish to amend any information given in this form in the future, please send an update via email to office@driffieldschool.org.uk.

Please note that the school is required to provide pupil characteristics data to the Department for Education, which may in turn be provided to the Local Authority. However, parents/carers have the right to refuse to provide this data, and may also retract such data in the future. Should you wish to retract this data, please contact office@driffieldschool.org.uk.

- **Data Protection:**

The Education Alliance is the data controller of the personal information you provide to us and holds the legal right to collect and use personal data relating to students and their families. We may also receive information regarding them from their previous school, Local Authority and/or the DfE. We are required to inform pupils and their families about how their personal data may be collected and used. The privacy notice can be found in full on the trust website (or via a paper copy, available on request).

<https://theeducationalliance.org.uk/wp-content/uploads/Data-Protection-Policy.pdf>

- **RS/Collective Worship:**

We deliver Religious Studies and collective worship, which follow an agreed syllabus. Parents wishing to withdraw their children from collective worship should contact the Executive Principal or Head of School.

- **Relationship & Sex Education:**

All secondary schools must provide sex and relationship education (including education on HIV, AIDS and other sexually transmitted diseases) and must teach human growth and reproduction, as set out in the national curriculum. The Local Governing Body's Sex Education Policy is available to parents on the school website. Parents have the right to withdraw their children from all or part of any sex education provided, but not from teaching the biological aspects of human growth and reproduction necessary under the National Curriculum for science.

APPENDIX 1

Data Protection Act 1998: How we use student information

We collect and hold personal information relating to our students and may also receive information about them from their previous school, local authority and/or the Department for Education (DfE). We use this personal data to:

- support our students' learning
- monitor and report on their progress
- provide appropriate pastoral care; and
- assess the quality of our services

This information will include: the students' contact details; National Curriculum assessment results; attendance information; any exclusion information, where they go after they leave us; and personal characteristics, such as their ethnic group, any special educational needs they may have as well and relevant medical information. For students enrolling for post 14 qualifications, the Learning Records Service will give us the unique learner number (ULN) and may also give us details about the students' learning or qualifications.

Once our students reach the age of 13, the law requires us to pass on certain information to East Riding of Yorkshire Council (who have responsibilities in relation to the education or training of 13-19 year olds). We may also share certain personal data relating to children aged 16 and over with post-16 education and training providers, in order to secure appropriate services for them. A parent/guardian can request that only their child's name, address and date of birth be passed to East Riding of Yorkshire Council by informing office@driffieldschool.org.uk. This right is transferred to the child once he/she reaches the age 16. For more information about services for young people, please go to our local authority website (www.eastriding.gov.uk).

We work with U-Explore to provide tailored careers guidance to all students. Student information is shared with U-Explore to improve these services. Please contact office@driffieldschool.org.uk if you do not want your son/daughter's information shared. We will not give information about students to anyone without your consent unless the law and our policies allow us to do so. If you want to receive a copy of the information about your son/daughter that we hold, please contact office@driffieldschool.org.uk.

We are required, by law, to pass some information about our students to the Department for Education (DfE). This information will, in turn, then be made available for use by East Riding of Yorkshire Council.

The DfE may also share student-level personal data (that we supply to them) with third parties. This will only take place where legislation allows it to do so and it is in compliance with the Data Protection Act 1998.

Decisions on whether DfE releases this personal data to third parties are subject to a robust approval process and are based on a detailed assessment of: who is requesting the data, the purpose for which it is required, the level and sensitivity of data requested and the arrangements in place to store and handle the data. To be granted access to student-level data, requestors must comply with strict terms and conditions covering the confidentiality and handling of data, security arrangements and retention and use of the data.

For more information on how this sharing process works, please visit:
<https://www.gov.uk/government/publications/dfe-external-data-shares>

For information on which third party organisations (and for which project) student-level data has been provided to, please visit:
<https://www.gov.uk/government/collections/national-pupil-database>

If you need more information about how our local authority and/or DfE collect and use your information, please visit:

- our local authority at www.eastriding.gov.uk or
- the DfE website at <https://www.gov.uk/data-protection-how-we-collect-and-share-research-data>

APPENDIX 2

Definition of Parent

The Children Act 1989 acknowledges the fact that parents do not always live at the same address as their children and says that it is best for children if they are brought up by their family. 'Family' includes the people the child lives with as well as people with parental responsibility that live elsewhere.

To comply with the Education Act 1996, we need to establish who is defined as a 'parent' for each child in the school. This information will be treated in strict confidence.

The following people can be defined as parents:-

Natural parents

- Automatically

Full time Carer

- By formal written agreement with mother
- By being appointed carer
- By court order
- By appointment in writing or by will

Adoptive parents

- Automatically with adoption

Parents of children in care

- Share parental rights with local authority

Other person with whom
child lives

- Automatically

Divorce or separation does not affect parental responsibility and rights unless the court makes an order. The court will not make an order unless it is better for the child to do so than not to do so. Parental responsibility and rights can only be lost by court order or by adoption.

Schools must treat all parents equally, unless there is a court order limiting an individual's exercise of parental responsibility. This means that they are entitled to reports, invitations to parents' meetings etc. Schools must, therefore, keep up to date records of all people/individuals who have parental responsibility and/or who are considered parents, as well as any court orders relating to the child (i.e. old custody orders or Children Act 1989 orders).