



DRIFFIELD SCHOOL & SIXTH FORM

YEAR 6 ADMISSION FORM



Believe • Achieve

Please ensure all forms are completed and returned to the school before your child attends.

If you have any further queries please contact the school office on 01377 253631

Please return by 01/05/2026

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

Data Protection – The Education Alliance (TEAL) is the data controller, of which Driffield School & Sixth Form is part of this Alliance. The school is responsible for keeping the information you provide them secure and up to date. This information will be used to provide your child with education (perform their public tasks); this includes monitoring progress and safeguarding your child. The information provided will also help us maintain accurate records and ensure we have the correct contact details. The school also has an obligation to share information with the Local Authority, OFSTED, any new school they attend and the Department for Education (DfE). Any information provided will be stored in line with TEAL’s existing retention schedule. You have a number of rights in respect of the data the school and Trust hold regarding you and your child, including asking to see a copy and complaining if you are unhappy about how they use your data. To find out more read the privacy notice: (<https://theeducationalliance.org.uk/wp-content/uploads/Data-Protection-Policy.pdf>) or contact the Data Protection Officer DPO@theeducationalliance.org.uk



Section 1 – STUDENT INFORMATION DATA

Legal Surname:	
Legal Forename(s):	
Preferred Surname:	(if applicable)
Preferred Forename:	(if applicable)
Sex:	
Gender (if different from sex):	Pronoun(s):
Date of birth:	
Country of birth:	
Ethnicity:	
Student First Language:	
Nationality:	
Refugee:	Yes No
Traveller:	Yes No
Home address:	
Postcode:	
Previous school attended:	
Does the student have any siblings currently attending Driffield School? Please print name:	

Please note that the school is required to provide pupil characteristics data to the Department for Education as part of the Census, 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 the school.

Section 2 – Parent/carer details

• Parent/carer 1

Title:	
Full name:	
Relationship to student:	
Address (if different from student):	
Home phone number:	
Work number:	
Mobile contact number:	
Email address*:	
First language:	
Translator required:	
Do you have parental responsibility for this student?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Court Order relating to child**	Yes <input type="checkbox"/> No <input type="checkbox"/>

* This will be used as the main method of communication, should you have any queries regarding this, please contact the school office

**Please provide a copy to the school

Section 2 continued– Parent/carer details

- **Parent/carer 2**

Title:	
Full name:	
Relationship to student:	
Address (if different from student):	
Home phone number:	
Work number:	
Mobile contact number:	
Email address*:	
First language:	
Translator required:	
Do you have parental responsibility for this student?	Yes No
Court Order relating to child**	Yes No

* This will be used as the main method of communication, should you have any queries regarding this, please contact the school office

**Please provide a copy to the school

If you would like to notify the school of additional Parent or Carer’s contact details, please do let us know and an additional form can be provided.

Section 3 – Emergency contacts

Please note emergency contacts will be recorded based on the assumption that you have permission to provide us with the personal details below. It is your responsibility to ask their permission to be used as an emergency contact for your child.

If any of the additional contacts require a translator or require communications from the school, please let the school office know.

• Contact 1

Title:		
Full name:		
Relationship to student:		
Home phone number:		
Work number:		
Mobile contact number:		
Parental responsibility?	Yes	No
Does the above contact have permission to act in loco parentis?	Yes	No

• Contact 2

Title:		
Full name:		
Relationship to student:		
Home phone number:		
Work number:		
Mobile contact number:		
Parental responsibility?	Yes	No
Does the above contact have permission to act in loco parentis?	Yes	No

Section 3 – continued

• Contact 3

Title:		
Full name:		
Relationship to student:		
Home phone number:		
Work number:		
Mobile contact number:		
Parental responsibility?	Yes	No
Does the above contact have permission to act in loco parentis?	Yes	No

• Contact 4

Title:		
Full name:		
Relationship to student:		
Home phone number:		
Work number:		
Mobile contact number:		
Parental responsibility?	Yes	No
Does the above contact have permission to act in loco parentis?	Yes	No

Section 4 – Additional Information



Service Children in Education

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

<https://www.gov.uk/government/publications/the-service-pupil-premium/service-pupil-premium-what-you-need-to-know>

My Child is child of service personnel:	Yes	No
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Special Education Needs / Local Authority Care:

If your child has an Education, Health and Care Plan or is being assessed for this purpose, please tick here	
If your child is or has ever been in local authority care* please tick here	
Does your child currently have any social worker involvement?, please tick here and provide contact details:	

**Includes children who are looked after by a local authority or who are provide with accommodation by that authority (see section of the Children Act). Also includes children who were previously looked after but ceased to be so because they were adopted or became subject to a residence order or special guardianship order. Documentary evidence that a child was previously in local authority care and has since been adopted or become subject to a residence order or special guardianship order should be submitted with the application.*

- In order for the school to provide the best level of support for your child, is there anything else that you would wish to disclose. All information will remain confidential.**

Free School Meal Entitlement:

Families who receive certain benefits may be eligible for free school meals, regardless of the child's age. Should you wish to enquire please contact East Riding of Yorkshire Council on 01482 390799.

Section 5 – Medical information

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

Medical Practice:	
Telephone number:	
Address:	
Illness/conditions:	
Allergies:	
Food Intolerances:	
Dietary Requirements:	
Disabilities:	
Other, please give detail:	

Information provided in this form will be further discussed in detail with key school staff and reviewed with parents / carers on a regular basis to ensure we remain up-to-date on your child's specific dietary needs.

Please note: We strictly follow specific guidelines with regard to the handling and preparation of foods and hygiene practices; however, we do use a wide range of ingredients in the preparation of food and all our meals are prepared within the same kitchen. Meals, therefore, are not guaranteed as 'allergen-free' due to the potential for cross-contamination during food preparation. We do, however, follow all recommended guidelines and risk assessments for the safe handling of ingredients containing allergens and preparation of food.

Section 6 – Consent & GDPR

As a school we sometimes take photographs of students/pupils. We use these photos to support learning, share school life and to celebrate events for example in the school newsletter and on our website. All images and videos taken will be held in line with the school’s retention schedule.

Photographs by parents and other family member are allowed during school events such as school performances, however we request that you do not post any images on social media that include other children. Please note inappropriate use/sharing of images captured on school property or using school images may result in a limitation of photographs/videos being allowed at events.

The school will always use your child’s image in line with UK Data Protection Laws. You have several rights in relation to how we use your child’s image and you can withdraw your consent at any time. To do this you can contact the school by email on office@driffieldschool.org.uk

Please tick all items you give your consent for:

		Tick to consent
Internal Displays Photo	School to take photos of my child to appear on internal school displays, for example on display boards and internal digital screens.	
Internal Displays Video	School to take videos of my child to be used internally, for example during assemblies and in class.	
Marketing Material Photo	School to take photos of my child to be used in school marketing material, e.g. flyers, banners and posters	
Media/Press photo video	Photos/videos of my child to be used for external advertising and media for example Driffield & Wolds Weekly Newspaper and vacancy recruitment websites.	
Personal data with image	The personal data (name, age, year group) of my child can be published alongside their image.	
School Prospectus online/printed photo	School to take photos of my child to be used in the school prospectus that is shared online and as printed copies.	
School Publications Photo	School to take photos of my child to be used in the school newsletter which is distributed to Parents/Carers digitally by email and/or as paper copies sent home.	
Social Media Website Photo	School to take photos of my child to use on social media, for example Facebook and/or the school website.	

Note: If full consent is not given, we may not use any images taken during the activity that contain the child.

Please also note that in addition to your consent above, we will also request consent for specific one-off activities where required.

Section 6- continued

Cashless Catering – Facial Recognition Software

At Driffield School and Sixth Form, we use a cashless catering system that allows students to purchase food from our canteen quickly and easily using facial recognition technology.

This system enables students to collect their meals and pay simply by looking at a camera at the till; there is no need for cash or a card. It's a secure and efficient way for students to access food during break and lunch times.

The facial recognition system is provided by CRB Cunninghams, who work closely with the school to ensure everything runs smoothly. Using this method helps us reduce queues, improve service speed, and eliminate issues such as lost or forgotten cards.

Parents and carers must give consent for their child to use this system.

How the technology works

This system uses facial recognition to make paying for school meals quick and secure. When your child chooses their meal, they simply look at a camera, which recognizes them using unique facial features. This links to their school meal account and processes the payment—no need for cash or cards. It's designed to be safe, fast, and easy to use.

Security of facial recognition

The system is designed with strong security in mind. It doesn't store images of your child's face. Instead, it converts their facial features into a secure code using advanced encryption – similar to what's used in online banking. This code cannot be turned back into an image, ensuring your child's data stays safe and private.

FAQs

What are biometrics?

Biometrics authenticates people based on their unique characteristics and identifies possible matches to ensure accurate and secure identification. Facial Recognition is a type of biometrics that we use in various aspects of life, including:

- **Security:** unlocking phones, accessing secure buildings, and logging into accounts
- **Identification:** faster check-ins at airports and hospitals
- **Convenience:** logging into computers and making payments for school meals

What pupil data is stored and where?

Biometric recognition operates on a closed-loop system, which means student data is stored on our internal secure database.

Section 6- continued

Can any other agency or third party use the facial images?

No, the information is never shared, and the face template representing the students' faces is meaningless to anyone else. The software turns your child's image into a mathematical algorithm, and the stored information cannot be used to recreate the face image.

What happens when my child leaves the school?

All biometric data can be deleted; the school is the data controller and can delete the data from its databases. You can opt-out anytime, meaning the school will delete the biometric data.

What if I object to my child using Facial Recognition? Can my child still purchase school meals?

Parents and students reserve the right to object to using Facial Recognition. We have previously used dinner cards at Driffield School but we are now in the process of phasing these out. Any student who wishes to purchase a school meal without being on the facial recognition system will need to collect a payment slip from the finance office each day, however this will significantly slow down your child purchasing their school meals.

Is this technology 'live'?

No; catering staff must activate the process at the point of sale for students that have consented to use Facial Recognition. The system is not live; the cameras only capture students' images for the transaction process when the staff activates the software.

For further information about the cashless catering, please visit the school website here <https://driffieldschool.net/facial-recognition/>

I give consent to allow my child to use the facial recognition

Yes

No

Section 6 - continued

- **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

For further information about the eBook platform, please visit the website here:

<https://www.brownsbfs.co.uk/VLeBooks>

- **Sporting Fixtures:**

I give consent to allow my child to take part in sporting fixtures including those away from the school site.

Yes No

- **Religious Studies (R.S):**

We provide Religious Studies which follows the locally agreed syllabus guidance of a Worldviews approach, including religious and non-religious perspectives of the world. Parents wishing to withdraw their children from Religious Studies should contact the school.

- **Sex and Relationship Education (SRE):**

All maintained schools provide appropriate sex and relationship education, in line with the DfE guidance document 'Relationships Education, Relationships and Sex Education (RSE) and Health Education'. This is statutory guidance from the DfE issued under Section 80A of the Education Act 2002 and section 403 of the Education Act 1996. Parents/carers wishing to withdraw their child from Relationship and Sex Education should contact the school.

Section 7

• Year 7 language preferences

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	

Declaration

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 admissions@driffieldschool.org.uk.