

Royal Russell School Registration Form



Please complete this form in full and return to the Admissions Office, Royal Russell School, Coombe Lane, Croydon CR9 5BX or by email to admissions@royalrussell.co.uk.

Details of Child *(please print in capitals)*

Surname
Forename(s)
Date of Birth Gender
Nationality Religion
Languages spoken at home
Details of any siblings at or connection to Royal Russell School

Entry Details *(please circle appropriate year of entry required)*

Proposed Year of Entry:

2019 2020 2021 2022 2023 Other – please state

Junior School: *(Day places only - please circle appropriate year group required)*

Nursery Reception Year 1 Year 2 Year 3 Year 4 Year 5 Year 6

Senior School & Sixth Form:

Year 7 Year 8 Year 9 Year 10 Year 12

Type of Place:

Day Weekly Boarding Full Boarding Flexi-Boarding

Current School / Nursery *(please print in capitals)*

Name of School / Nursery
Name of Head Teacher
Email of Head Teacher
Address of Current School
Postcode
Current Year Group
Dates of Attendance

Please note that as part of your child's application to join us we will request a reference from their current school / nursery.

Details of Parents *(please print in capitals)*

First Contact	Second Contact
Title	Title
Full Name	Full Name
Address Line 1	Address Line 1
Address Line 2	Address Line 2
Town	Town
Postcode	Postcode
Home Telephone Number	Home Telephone Number
Mobile Number	Mobile Number
Email Address	Email Address
Occupation	Occupation
Is this your child's home address?	Is this your child's home address?

Circumstances relating to your child which the School should be aware of: (please tick boxes, if applicable)

ADHD	<input type="checkbox"/>	Asperger's Syndrome	<input type="checkbox"/>	Autism	<input type="checkbox"/>	Visual Impairment	<input type="checkbox"/>
Dyslexia	<input type="checkbox"/>	Dyspraxia	<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Auditory Impairment	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	Severe Allergies (Please specify)	<input type="checkbox"/>				

My child has an Educational Psychologist's Report: Yes / No If yes, please send a copy to admissions@royalrussell.co.uk

Bursaries and Scholarships (Senior School Day Places Only)

Information regarding Bursaries and Scholarships is available on our website at www.royalrussell.co.uk. If you require further clarification, please email admissions@royalrussell.co.uk or call 020 8657 4433.

Bursary: I / We would like further information about applying for a Bursary for financial assistance with school fees and request a Statement of Financial Circumstances form. (Please tick the box if required)

Scholarships: All Senior School applicants are automatically considered for an Academic Scholarship. If you wish your child to be considered for any other scholarship (Art, Drama, Music or Sport, please tick the relevant box and further details will be sent to you.

Please note applicants may apply for a maximum of two (2) of the following scholarships:

Art	<input type="checkbox"/>	Drama	<input type="checkbox"/>
Music	<input type="checkbox"/>	Sport	<input type="checkbox"/>

How did you hear about us?

Old Russellian	<input type="checkbox"/>	Friends & Family	<input type="checkbox"/>	Reputation	<input type="checkbox"/>	Online Search	<input type="checkbox"/>	Current School	<input type="checkbox"/>
ISC Website	<input type="checkbox"/>	Advertisement	<input type="checkbox"/>	Exhibition	<input type="checkbox"/>	School Event	<input type="checkbox"/>	Agent	<input type="checkbox"/>
Other	<input type="checkbox"/>								

Declaration

Each of those with parental responsibility must complete the form and sign below:

- I/We request that the child named above is registered as a prospective pupil and understand that this does not secure our child a place at the School but ensures their consideration for selection.
- I/We understand that confidential information may now be obtained from my child's present school/nursery, including any outstanding financial obligations.
- I/We understand and consent that the School may process personal information about my child, including sensitive personal data such as medical details and images for the purpose of administering its list of prospective pupils and its selection procedures in order to safeguard and promote the welfare of my child.
- In order to comply with the School's responsibilities as a registered Tier 4 sponsor, I/We consent to the School notifying and/or supplying information relating to me/us and my/our child's right to enter, reside and/or study in the UK to the Visas and Immigration (UKVI) unit of the Home Office, and, in any event, if my/our child is offered a place at the School, such an offer will be subject to me/us confirming that my/our child has the right to enter, live and study in the UK.
- I/We agree to be bound by the regulations, rules and procedures made from time to time by the Governors and the Headmaster for the conduct of the School.

Registration Fee

I/We agree to pay the non-refundable registration fee indicated below:

Junior Day Place	£100	Senior Day Place	£100	Senior Boarding Place	£150
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Please tick which payment method:-

- I / We enclose a cheque made payable to **Russell School Trust**; or
- I / We have made a bank transfer payment which has the child's name included as a reference with the payment;
- | | | | |
|------------------------|--------------------------|----------------------|-----------------------------|
| <i>Bank Name:</i> | <i>Barclays Bank plc</i> | <i>Account Name:</i> | <i>Russell School Trust</i> |
| <i>Account Number:</i> | <i>00775142</i> | <i>Sort Code:</i> | <i>20-24-87</i> |
- I / We have made a credit/debit card payment by calling 020 8657 4433 which has the child's name included as a reference with the payment

Signatures

Both parents to sign; if only one signature, please provide a written explanation.

First Signature	Second Signature
Full Name	Full Name
Relationship to Child	Relationship to Child
Date	Date

Sharing of Information. For the purposes of the Data Protection Act (DPA), Russell School Trust is the data controller for any personal data you supply to us. Personal data will be processed in accordance with the DPA, only used for the purpose(s) for which you have supplied it to us, and only shared with third parties where required, and the law allows. You should let us know if you do not wish us to share your information with relevant organisations, but we may be under a legal obligation to share the information that you have supplied to us with other organisations. I agree to the information being shared where necessary as explained above (tick here)