

# ✎ The John of Gaunt School

## Data Collection Sheet

### Student Details

Please ensure that all sections are completed in BLOCK CAPITALS.

Students Surname			
Students LEGAL Surname (if different)			
Students Forename			
Students Middle Name(s)			
Students Chosen Name (if different)			
Date of Birth		Gender	
Students mobile Number			
Students E-mail address			
Students Previous school			
Details of siblings already at JOG			
Home Address	<b>Postcode:</b>		

### Parent or Carer Details

Parents and Carers will appreciate that the school has legal responsibilities for the care of, and access to, students and must be correctly informed of these details. Parents and Carers with Parental Responsibility are entitled, and will receive, communications including emails, reports and newsletters and have access to School Gateway our parent portal that gives information about attendance, personal details, reports, timetables, etc. Please note that one Parent or Carer must be Priority 1.

If you wish to receive all communications from the John of Gaunt School, please circle PRIORITY 1

If you do not wish to receive all communications from the John of Gaunt School, please circle PRIORITY 2

Parent or Carer	Relationship to Student:	Parental Responsibility (Please circle)	Yes	No
Title (Please circle)	<b>Mr/Mrs/Ms/Miss/Dr/Other:</b>	<b>Priority (please circle)</b>	1	2
First Name				
Surname Name				
Mobile Number				
Home Number				
Work Number				
E-mail address				
Home Address (if different from student)				

Parent or Carer	<b>Relationship to Student:</b>		<b>Parental Responsibility (Please circle)</b>		<b>Yes</b>	<b>No</b>
Title (Please circle)	<b>Mr/Mrs/Ms/Miss/Dr/Other:</b>		<b>Priority (please circle)</b>		<b>1</b>	<b>2</b>
First Name						
Surname Name						
Mobile Number						
Home Number		Work Number				
E-mail address						
Home Address (if different from student)						

**Emergency Contacts**

Please keep us informed of any changes to these numbers or contacts in the future. Any emergency contacts listed may be contacted in the event that your child needs to be looked after off site. We will assume that if you have listed them, you are happy for them to collect and look after your child if we are unable to contact Parents or Carers in the first instance.

Under the new Keeping children safe in education we need to have at least 2 emergency contact numbers (where practicable) for each student.

	Full Name	Relationship to Student	Contact Telephone Numbers
1 <sup>st</sup> Contact			
2 <sup>nd</sup> Contact			

**Medical Information**

Medical Practice:	
Address:	
Medical Conditions or Disabilities:	

**Expected Method of Travel to School**

<b>Mode of Travel (Please circle)</b>	Walk	Bicycle	Car	Taxi	Car Share	Train	Public Bus	School Bus (Fare pay)	School Bus (with Bus Pass)	Other
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**Meal Arrangements**

<b>Please circle</b>	Free School Meal	Paid School Meal	Sandwiches	Home	Other
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**Other Information**

<b>Please circle</b>	Service Family	Looked After	Adopted LAC
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Language Information

Main Language Spoken at Home			
Is English an additional language for your child?			
If not English, please state child's main language			
Religion		No religion	I do not wish to state

**Data Protection:** The school is registered under the Data Protection Act 2018 and the General Data Protection Regulation (GDPR) (EU) 2016/679 for holding 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 the Local Authority and with the DfES.

**Signature:**

**Date:**

**Remember – it is important to inform the school office immediately if any of these details change, as we may need to use this information to contact you in an emergency. Thank you.**

## Ethnicity

Student's Name: \_\_\_\_\_

Our ethnic background describes how we think of ourselves. This may be based on many things, including for example, our skin colour, language, culture, ancestry or family history. ***Ethnic background is not the same as nationality or country of birth.***

The DfE recommends that young people aged over 11 years old have the opportunity to decide their own ethnic identity. Parents or those with parental responsibility are asked to support or advise those children aged over 11 in making this decision, wherever necessary. Students aged 16 or over can make this decision for themselves.

Please study the list below and tick one box only to indicate the ethnic background of the student or child named above. Please also tick whether a parent or the student filled in the form.

### White

- [ ] White British
- [ ] White Irish
- [ ] White Traveller of Irish Heritage
- [ ] White Turkish / Turkish Cypriot
- [ ] White Eastern European
- [ ] White Western European
- [ ] White Gypsy/Roma
- [ ] White other

### Code

WBRI  
WIRI  
WIRT  
WTUR  
WEEU  
WWEU  
WROM  
WOTW

### Mixed

- [ ] White and Black Caribbean
- [ ] White and Black African
- [ ] White and Asian
- [ ] Any other mixed background

MWBC  
MWBA  
MWAS  
MOTH

### Asian or Asian British

- [ ] Indian
- [ ] Pakistani
- [ ] Bangladeshi
- [ ] Nepalese
- [ ] Other Asian

AIND  
APKN  
ABAN  
ANEP  
AOTA

### Black or Black British

- [ ] Black Caribbean
- [ ] Black African
- [ ] Any other Black background

BCRB  
BAFR  
BOTH

### Chinese

- [ ] Chinese

CHNE

### Any other ethnic background

- [ ] Filipino
- [ ] Japanese
- [ ] Moroccan
- [ ] Thai
- [ ] Any other Ethnic Group

OFIL  
OJPN  
OMRC  
OTHA  
OOEG

This information  
was provided by:

Parent [ ]  
Student [ ]

### No record to be made

- [ ] I do not wish an ethnic background category to be recorded REFU