



School Data Collection Form

Webb Crescent, Dawley, Telford, Shropshire TF4 3DU

Headteacher—Mrs Sarah Passey

Tel-01952 386770

www.captainwebbprimary.org

General Information:												
Start Date:	__ / __ / ____		Date of Birth	__ / __ / ____		Gender:	M F					
Year Group												
Child:												
Surname						First Name						
Address												
Post Code						Birth Certificate Seen	Y N					
Primary Carer:												
Name												
Relationship to child												
Address (if different from above)												
									Postcode:			
Home Phone Number												
Mobile Phone Number												
Work Number												
Email												
Parents DoB	__ / __ / ____		Parent National Ins No.									
Parental Proof of Identity Provided:	Y N (eg. Passport, Driving Licence, Birth Certificate)											
Are there any custody arrangements in place	Y N (attach a copy of any relevant court documents)											
Is your child currently in care	Y N (attach a copy of any relevant court documents)											
Are either parents in the armed forces	Y N											
Are there any siblings in school	Y N (names:)											
I have attached a completed FSM Application Form	Y N											

Emergency release/other authorised adults

I give my consent for my child to be released to the following person(s) in the event of emergency illness, or if I cannot be contacted:

Person 1

Full Name											
Full Address											
Relationship to pupil											
Contact Number											

Person 2

Full Name											
Full Address											
Relationship to pupil											
Contact Number											

Spoken Languages

The following information is requested by the DFE, but is also used by the school to assess if additional support may be required by your child. In some circumstances we may be able to claim additional funding to support with this. Any information given below WILL NOT affect your child's application.

Child's first language learned		Child's second language	
Language/s spoken at home			
Country of Birth		Nationality	
Any Special Religion or Cultural Needs:			

Other Information

Ethnic Origin – Please tick appropriate description

White UK		White European		White Other	
Black Caribbean		Black African		Black Other	
Indian		Pakistani		Bangladeshi	
Chinese		Japanese		Other	

Medical Information

Name of GP/Practice	
Has your child any illnesses/disabilities	
Has your child any allergies	
Has your child any regular medications	
Has your child any dietary requirements	

CONSENTS

Please indicate whether you give your consent (for your child to be included in the following activities), by ticking the box on the right-hand side; and sign and date the form on the last page. Where no tick is present it will be assumed no consent is given.

Use the internet in line with the school's acceptable usage policy	
View films and video clips rated PG	
Take part in food preparation/cooking and tasting activities	
Supervised visits to local destinations away from the main school site (walking only)	
Supervised off-site activities (sporting fixtures and swimming lessons) where travel may be by coach/bus.	
Name to be used on the school website, Facebook, and in our printed publications (i.e. newsletter)	
Image to be used on the school website, Facebook, and in our printed publications (i.e. newsletter)	
Work to be used in school displays	
Image to be used in school displays	
Image/Name to be taken by, or used in circulation to, other parents (for example, Classdojo)	

BeeU – Mental Health Support Team

The Mental Health Support Team want to make accessing emotional wellbeing and mental health support as easy as possible. They will be providing open access to school students. If you DO NOT want your child to access this service you must OPT OUT.

I DO NOT agree to my child accessing the BeeU support service	
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Medical Consents

Captain Webb Primary School has a duty of care, under *Keeping Children Safe in Education (DfE) 2020 and **HSE Guidance, to ensure that any child who receives an injury whilst in our care will be treated by a trained first aider. If it is felt necessary we will call for emergency medical services to ensure the safety and wellbeing of your child. In the case of first aid being administered we will ensure a form is sent home to advise parents/carers of any treatment applied. If the injury is deemed to be more serious the parent/carer will be called. In urgent situations we will always endeavour to contact the parents/carers to advise of the situation but we will call for medical aid first. Please see our First Aid Policy at <https://www.captainwebbprimary.org/policies>

Medical Conditions

If your child has medical condition/allergies the school **will** display their photo, name, class, and details of their allergy in **non-public**, prominent positions (such as office, staff room and kitchen – in case of food allergy). We do this under the 'Keeping Children Safe in Education' and H&S guidance to ensure all staff, especially those new to the setting, are visually able to identify those children affected.

If you have any concerns with respect to any of these policies, please contact the school office on 01952 386770, or by email at A2174@taw.org.uk, one of the office staff will be happy to deal with your concerns. **you can download a copy at <https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>.*
***Visit <http://www.hse.gov.uk/services/education/index.htm>*

Use of Online Learning Programmes

Sometimes the school uses online learning programmes to enhance children's application of their learning in Maths and English. The children are registered on these programmes by school, and their information submitted is their name and class group. All data is administered by the school but it is held externally by a third party. When on the programmes the children are allocated an identifier (user name) which is how they are seen, externally, whilst on these programmes.

To use Purple Mash (information uploaded – child's name, school and year group)	
To use Mathletics (information uploaded – child's name, school and year group)	
To use TTRockstars/NUMBOTS (information uploaded – child's name, school and year group)	
To use SPAG (information uploaded – child's name, school and year group)	

Religious Observances (RE) and Relationship and Sex Education (RSE)

The school takes the religious background of pupils into account. Staff need to understand what you, as parents are comfortable and uncomfortable with, in relation to your children's depth of involvement in RE or RSE curriculum. Please check out our curriculum at www.captainwebbprimary.org/copy-of-curriculum-overviews and contact the class teacher if you have any concerns. You may also elect to keep your child out of assemblies if you feel the content is not appropriate for your child, again please let your child's class teacher know.

I would like to speak to the class teacher about RE/RSE Y / N

Communication

Captain Webb Primary School keeps in touch with parents via several types of media.

Personal messages/contact is completed via:

- Face to Face
- Phone
- Email
- Text
- Letter

General information is also disseminated via:

- Twitter <https://twitter.com/CaptWebbSchool>
- Facebook <https://en-gb.facebook.com/captainwebbprimaryschool>
- Website www.captainwebbprimary.org
- Weekly Newsletter.

Please ensure you have given us the correct contact details and that you keep us informed of any changes. You can inform us of changes either by email, or by completing a form at the school office.

Please sign and date the form before returning it to the school office.

Signed:

Date:

Print Name: