

## WHINNEY BANKS PRIMARY SCHOOL – PUPIL INFORMATION

<b>Child's details</b>	
<b>Legal Forename:</b>	Middle name:
<b>Legal Surname:</b>	Male/Female (please delete as applicable)
<b>Date of Birth:</b>	Nationality:
Address:	Post Code:

<b>Mother/Guardian</b>	<b>Father/Guardian</b>
Title: Mrs/Miss/Ms	Title:
Name:	Name:
Date of birth:	Date of birth:
National Insurance number/NASS	National Insurance number/NASS
Email address:	Email address:
<b>Do you have Legal Parental Responsibility:</b> Yes/No (please delete as applicable)	<b>Do you have Legal Parental Responsibility:</b> Yes/No (please delete as applicable)

*Please note that the above information will be held by an external accredited organization to complete regular Free School Meal checks while your child is on roll at this school*

<b>Telephone contact numbers (Mum)</b>	<b>Telephone contact numbers (Dad)</b>
Daytime:	Daytime:
Work:	Work:
Mobile:	Mobile:

<b>Significant Carers/Emergency Contacts (additional to above)</b>	
Name:	Name:
Relationship to child:	Relationship to child:
<b>Telephone contact numbers</b>	<b>Telephone contact numbers</b>
Daytime:	Daytime:
Mobile:	Mobile:

<b>Medical Information</b>	
Family Doctor:	Medical conditions we should know about:
Address:	
Telephone:	
Dietary requirements eg Halal:	

<b>Meal Type (please delete as applicable)</b>	<b>Type of Travel (please delete as applicable)</b>
Paid meal/Free Meal/Packed Lunch	Car/Bus/Walk/Bike

<b>Are you currently in the British Armed Forces? Yes/No</b>
If yes: Category 1 Personnel/Category 2 Personnel

**ETHNICITY & RELIGION: Please tick one box**

[illegible]

<b>Previous school attended:</b>	<b>Start Date:</b>	<b>Leaving Date:</b>	<b>School Address:</b>

<b>Brothers/Sisters at Whinney Banks Primary</b>	<b>Date of Birth</b>	<b>Male/Female</b>	<b>Year/Class</b>

<b>Language</b>
Which language/languages does your child speak at home?
If more than one language is spoken, which did your child hear first?

<b>Asylum status:</b> Asylum seeker Yes/No   Refugee Yes/No (please delete as applicable)
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<b>PHOTOGRAPHS &amp; RECORDINGS CONSENT</b>	<b>YES</b>	<b>NO</b>
I give permission for my child's photograph or recording to be used in school displays, publications and displayed in school.		
I give permission for my child's photograph or recording to be used on the school website, Twitter and in the local press.		
I give permission for my child's photograph to be stored on the schools Information Management System (SIMS).		
I understand that any photographs or recordings I take at school events should not be posted on Social Media.		

### **Computer safety**

As part of their learning we regularly need children to search for information from suitable web sites such as those of museums, libraries, news providers, the BBC and other educationally relevant web sites. In time pupils will also be able to exchange electronic mail with partner schools.

We have a robust IT system to filter and block inappropriate materials and internet access is supervised. We therefore believe that the advantages of giving the children supervised access to the internet greatly outweighs any dangers.

Our Internet Access Policy is available on our website. If you do not wish your child to have access to the internet please make an appointment to discuss this with the Head teacher.

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## **Rules for Responsible Internet Use**

The school has installed computers with internet access to help our learning. These rules will help keep us safe and help us be fair to others.

### **Using the computers:**

- I will only access the computer system with the login and password I have been given or created;
- I will not tell anyone my password;
- I will not access other people's files;
- I will not bring in USB sticks or CDs from outside school and try to use them on the school computers;
- I will only use the computers for school work and homework

### **Using the internet:**

- I will ask permission from a teacher before using the internet;
- I will report any unpleasant material and switch off my monitor. I will report any unpleasant messages;
- I understand that the school may check my computer files and may monitor the internet sites I visit;
- I will not complete and send forms or e-mails without permission from my teacher;
- I will not give my full name, my home address or telephone number when completing forms;
- Posting anonymous messages is forbidden;
- I understand that any messages or comments I post on the learning platform will be visible to staff

### **Using e-mail:**

- I will ask permission from a teacher before checking the e-mail;
- I will immediately report any unpleasant messages sent to me because this would help protect other pupils and myself;
- I understand that e-mail messages I receive or send may be read by others;
- The messages I send will be polite and responsible;
- I will only e-mail people I know, or my teacher has approved;
- Forwarding chain letters is forbidden;
- I will only send an e-mail when it has been checked by a teacher;
- I will never arrange to meet someone or give any personal information over the Internet (name, address, telephone number, name and address of school)

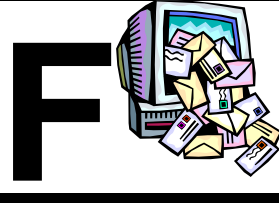
# Think before you click.



I will only use the Internet and email with an adult.



I will only click on icons and links when I know they are safe.



I will only send friendly and polite messages.



If I see something I don't like on a screen, I will always tell an adult.

My Name:

My Signature:

# Acceptable Use Policy – Rules for Using ICT in School

There are some really cool things on the Internet, but a lot of bad stuff too. This means we have to be **SMART** when we are online.

**S**

**SECRET** – I will always keep my name, address, mobile number and password **PRIVATE** – it's like giving out the keys to your home if you don't act smart.

**M**

**MEETING** someone you have contacted on the internet can be dangerous. I will only do so with a trusted adult's permission, and then when they can be with me and we'll all be in a public place.

**A**

**ACCEPTING** e-mails or opening files from people you don't really know or trust can be hurtful – they may contain viruses or nasty messages. I will only open files and messages from people I know and trust.

**R**

**REMEMBER** – someone online may be lying and not be who they say they are. I will stick to the public area in chat rooms and if I feel uncomfortable, I'll simply get out of there! I'll Be Smart and log off.

**T**

I'll **TELL** a trusted adult if someone or something makes me uncomfortable or worried.

**My Name**

**My Signature**

**Signature:** \_\_\_\_\_

**This may only be signed by a parent/carers with parental responsibility**

Relationship to child: \_\_\_\_\_ Date: \_\_\_\_\_

**Data Protection – we use data in accordance with legislation, see our website for our Data Protection Policy**