



Parkstone Grammar School

DATA COLLECTION SHEET

Student Surname:		Legal Surname:	
Forename:		Middle name:	
Chosen name:		Gender:	F
Date of Birth:		Reg Group:	
Address:	Postcode :		
Telephone:			

Please give details of all persons who have parental responsibility and anyone else you wish to be contacted in an emergency. Place them in the order that you wish for them to be contacted in an emergency.

Priority	Name/Relationship	Home Address / Phone / Mobile	Work Address Phone / Email
1	Relationship :	Tel: Mobile: Email:	Tel: Email:
2	Relationship :	Tel: Mobile: Email:	Tel: Email:
3	Relationship :	Tel: Mobile: Email:	Tel: Email:
4	Relationship :	Tel: Mobile: Email:	Tel: Email:
5	Relationship :	Tel: Mobile: Email:	Tel: Email:

Meal Arrangement

Type of meal	Mon	Tue	Wed	Thu	Fri
School Meal					
Packed Lunch					

Dietary Needs	
Dietary Preferences	

Medical Practice:	
Medical Condition(s)	
Medical Note(s)	

Travel Arrangements															
<input type="checkbox"/>	Cycle	<input type="checkbox"/>	Car/Van	<input type="checkbox"/>	Dedicated School Bus	<input type="checkbox"/>	Other Bus	<input type="checkbox"/>	Car Share	<input type="checkbox"/>	Taxi	<input type="checkbox"/>	Walk	<input type="checkbox"/>	Train

Ethnicity :			
Home Language:		Religion:	

Data Protection Act 1998: The school is registered under the Data Protection Act 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 DfE.

Signature:	Date:
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*DEFINITION OF PARENTAL RESPONSIBILITY

Parental responsibility is 'all the rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his property'.

The following have parental responsibility:

Mother:

- Automatically has parental responsibility unless this is limited by a Court Order.

Fathers have parental responsibility if:

- they were married to the child's mother at the time of the child's birth;
- they were not married to the mother at the time of the child's birth but subsequently enter into a written parental responsibility agreement with the mother;
- they were not married to the mother at the time of the child's birth but subsequently obtained a Court Order to acquire parental responsibility;
- they were not married to the child's mother at the child's birth but subsequently they obtained and were named in a Residence Order relating to the child;
- they were not married to the mother at the time of the child's birth but following the child's birth the natural father married the child's mother;
- they were not married to the mother at the time of the child's birth but are registered as the father on the birth certificate (NB: this only applies where the child was born on or after 1 December 2003)

Step-parent (male or female):

- if having obtained a Parental Responsibility court order

Adopters:

- from the date of placement possibly, and certainly after the adoption

Other persons may acquire parental responsibility eg the local authority if they obtain a care order for a child, if they are the adopted parents of a child who is legally adopted or if they are the special guardian of a child

**ONCE COMPLETED, PLEASE RETURN THIS FORM TO THE SCHOOL OFFICE, OR EMAIL TO :
office@parkstone.poole.sch.uk**