



DOWNSEND SCHOOL

1 Leatherhead Road, Leatherhead, Surrey KT22 8TJ

Registration Form

Please complete this form and return to the Admissions Registrar at the address above, together with the non-returnable fee of £75. Payment can be made either by bank transfer (A/C No: 00126807 Sort code: 12-01-03 A/C Name: Downsend School) or by cheque (payable to Downsend School).

1) Pupil Details

First Names:		Gender:	
Surname:		Date of Birth:	
Preferred name:		Nationality:	
Address:			
			Post Code:

2) Mother/Legal Guardian's Details

First Names:		Occupation:	
Surname & Title:		Employer's Name & Address:	
Address:	<i>(If different from above)</i>		
			Post Code:
Home Telephone No:			
Work Telephone No:			
Mobile:			
E-mail address:			

3) Father/Legal Guardian's Details

First Names:		Occupation:	
Surname & Title:		Employer's Name & Address:	
Address:	<i>(If different from above)</i>		
			Post Code:
Home Telephone No:			
Work Telephone No:			
Mobile:			
E-mail address:			

4) Other Details

Proposed term of entry:	Autumn/ Spring/ Summer 201	(Please delete as applicable)
Name & Address of Current School: (if applicable)		
Religious Denomination:		
Please mention here any other members of the family attending the School or registered for entry; or any other connection with the School.		
Please provide us with details of any medical condition (including allergies), disabilities, special educational need or learning difficulty of your child using the attached Confidential Information Form (if applicable).		

5) School Site

Please indicate by ticking the appropriate box if you also require your child to be registered at ONE of the following Downsensend pre-preparatory schools.		
Ashtead Pre-Prep	<input type="checkbox"/>	
Epsom Pre-Prep	<input type="checkbox"/>	
Leatherhead Pre-Prep	<input type="checkbox"/>	

Notes

Early registration is recommended. Registrations will be considered in the order they are received. Offers of places are subject to availability and the admission requirements of the School at the time offers are made. A copy of the current edition of the Terms and Conditions will be supplied on request. When the offer of a place is made, the Acceptance of Place Form and the Conditions of Acceptance document will be sent for parents to complete. When Parents accept the offer of a place, an acceptance deposit of £750 is payable. The deposit will be retained in the general funds of the School until the pupil leaves and will be repaid without interest, provided all other sums due to the School have been settled on leaving.

Declaration

I/We request that the name of our above-named child be registered as a prospective pupil. **Payment for the non-returnable registration fee of £75.00 has been made by bank transfer/is enclosed by cheque***. I/We understand that the Terms and Conditions of the School will undergo reasonable changes from time to time as circumstances require and will apply in all our dealings with the School. I/We also understand that the School (through the Head, as the person responsible) may, in accordance with the provisions of the **Data Protection Act 1998** obtain, process and hold personal information about our child, including sensitive information such as medical details, and I/we consent to this for the purposes of assessment and, if a place is later offered, in order to safeguard and promote the welfare of the child. We also understand that the school may contact us from time to time for the purpose of providing information about the school and its activities.

***Please delete as applicable.**

First Signature: _____	Second Signature: _____
Name in full: _____	Name in full: _____
Relationship to the Child: _____	Relationship to the Child: _____
Date: _____	Date: _____

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