

Gracefield Preparatory School

Registration Form



Please complete this form in **BLOCK CAPITALS** and return it to the Office Manager, Gracefield School, 266 Overndale Road, Fishponds, Bristol BS16 2RG with the registration fee of **£100 (cheque, cash or bank transfer to 08-92-99 a/c 69140998)**

Pupil's Name Date of entry Gender M / F

Date of Birth Nationality Ethnicity (see chart)

First language of child Religion

Father's Name

Mr / Dr

Mother's Name

Mrs / Ms / Miss / Dr

Address

Address

.....P/Code.....

.....P/Code.....

Email.....

Email

Tel (home)

Tel (home)

Tel (Mobile)

Tel (Mobile)

Profession/Occupation

Profession/Occupation

Name and address of present school or pre-school

Is there any reason to suspect that your child has any learning difficulties or special educational needs, or is there a family history of any learning difficulty? This would include conditions such as Dyslexia or Dyspraxia.

No / Yes If **YES** please specify

Has your child ever had any kind of specialist educational assessment other than normal school reports? **No / Yes**

If **YES** please specify and supply details separately

Is there anything in the history of the birth of this child that is noteworthy? **No / Yes** If **YES** please specify

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Please give details of any other issues regarding your child

Declaration
The non-returnable registration fee of £100 is enclosed (payable to Gracefield School). We understand that registration does not constitute the offer of a place, and that such an offer is subject to availability and the admission requirements of the school at the time of the offer. **We agree to abide by the Terms and Conditions set out on the reverse of this form.** NB two signatures to this registration form are required unless impracticable.

Any personal data you provide will be processed and kept in accordance with the Provisions of Data Protection Act 1998.

First Signature Second Signature

Name in full Name in full

Date Date

Relationship to child Relationship to child

For office use only: fee..... date ack letter/copy sent

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Terms & Conditions of Acceptance of a Place



1. Gracefield School's acceptance of the £100 non-returnable registration fee signifies entry onto the school lists. All signatories to the registration of a pupil will be deemed equally liable for the payment of due charges. The paying of this fee implies acceptance of the school rules and the Terms and Conditions.
2. For new pupils a term's fees become due on the date agreed for entry to the School, even if the child is withdrawn before that date, unless the requisite notice (as defined in paragraph 4) is given.
3. Fees are payable on or before the first day of each term, and should be for the whole of the term. If a child is accepted after the beginning of the term then the fees should be paid on or before the start date. Late payment of fees may incur a surcharge of 10%. Dishonoured cheques will incur a surcharge of £20 per cheque. Fees unpaid by more than two weeks after a reminder has been issued may result in the suspension of the pupil.
4. The requisite notice shall mean a whole term's notice given in writing to the Headteacher, no later than the first day of the term in which the pupil's place will no longer be required.
5. If a pupil is to leave the school, the requisite notice (as described in paragraph 4) must be given or a full term's tuition fee in lieu is required.
6. Fees are reviewed annually for the beginning of the Autumn Term. Parents are notified of any changes to the school fees during the preceding Spring Term.
7. By signing the Registration Form you agree to comply with the School's rules and regulations in full.
8. You also accept the decision of the Principal or Headteacher, if in her or his discretion it is advisable to recommend that your child, for any reason, should leave the school.

*Gracefield retains the right to change
the Terms and Conditions, giving due notice.*