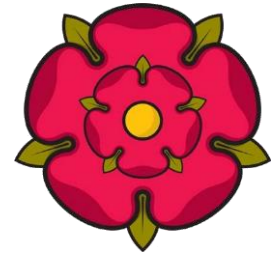


Lancaster Girls' Grammar School



IN-YEAR ADMISSION REGISTRATION FORM

DATE OF TEST:

APPLICANT'S DETAILS (PLEASE WRITE IN BLOCK LETTERS)	
Surname: (last name):	<div style="border: 1px solid black; padding: 10px; text-align: center;"><i>Please attach a recent passport sized photograph in this space</i></div>
Forenames: (all first/middle names):	
Date of birth:	
Has the applicant previously sat any entrance tests for a place at LGGS? – YES/NO. If YES, please write test date and result here:	
EDUCATION	
Name and address of current school:	Date of entry:
Postcode: School telephone:	Current Year group:
Other schools attended:	Dates:

PARENT, GUARDIAN or CARER details	
Title: Name:	Home address:
Home telephone:	Mobile telephones:
Email address:	Relationship to applicant:

FURTHER INFORMATION
Does the applicant have a medical condition we need to be aware of for the entrance tests?
Does the applicant have any recognised special or individual needs? Please advise if the applicant has an Educational Health and Care Plan (EHCP).

FURTHER INFORMATION continued**Children in Local Authority Care of Previously in Local Authority Care**

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

Does the applicant qualify under the above statement? Please tick.

YES

NO

REASONS FOR SEEKING ADMISSION TO LANCASTER GIRLS' GRAMMAR SCHOOL

Please explain why you wish to potentially transfer the applicant to this school:

PARENT, GUARDIAN or CARER declaration

After completing this form, please read the following carefully and confirm your agreement by signing the form. I understand that:

1. All information given in this application is, to the best of my knowledge, true and correct. If, at a later date, any of the information is found to be incorrect, I may forfeit any place allocated to my child. I understand that the information collected by the school via this application will be only used to help arrange admissions to schools in line with the LA and schools Admission Criteria.
2. I give permission to the school to process all the information given in accordance with the Admission Criteria and processes. The information given will not be used for any purpose other than the provision of education.
3. The school undertake that they have in place a level of security appropriate to the nature of this information and further undertake that they will:-
 - Not hold information about you or your child that is excessive in relation to the purpose for which it is processed and not keep data processed for any purpose or purposes longer than necessary.
 - Keep all information about you or your child accurate and up to date (to help us to do this, please keep us informed of any changes to your details).
 - Process your information in accordance with your rights under the Data Protection Act.

Signed

Print name

Date

Where do I send this form?

Please return this form to:

The Headteacher
Lancaster Girls' Grammar School
Regent Street
Lancaster
LA1 1SF

Your application will be acknowledged by email. If you do not have an email address, you must enclose a stamped addressed envelope.