



YGG Bryniago Admissions Pack

Pupil Name		DOB	
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Please read the accompanying Admissions Information Booklet then complete and sign **all** of the forms within this pack and return to the school office

Checklist – please tick to indicate that you have completed all sections			
✓	Page(s)	Form	Important notes
	1-2	Data Collection	<ul style="list-style-type: none"> Please provide a copy of your child's birth certificate on admission If pupil name(s) are incorrect/missing, please provide a copy of birth certificate/passport. Changes cannot be made without proof. Please sign at the bottom of page 2.
	3-4	National Identity, Ethnic Background & First Language	<ul style="list-style-type: none"> Please complete all sections and indicate whether the information has been provided by parent/carer or pupil.
	5	The Hwb Platform	<ul style="list-style-type: none"> Please complete all sections
	6	ICT Acceptable Use Policy Agreement	<ul style="list-style-type: none"> Please complete all sections It is important that a parent/carer and pupil sign the agreement.
	7	Use of Digital / Video Images	<ul style="list-style-type: none"> Please complete all sections NB – without consent NO images of your child will be taken for any purpose including within school
	8	APPS and Programs used in school	<ul style="list-style-type: none"> Please complete all sections
	8	sQuid	<ul style="list-style-type: none"> Please tick Yes/No if you wish/do not wish your child to be registered As far as possible we aim to be a paperless school. Please indicate that you wish to receive communication from school via sQuid (email, text, letter)
	9	Collection from school	<ul style="list-style-type: none"> Please provide names of those people you give permission to collect your child from school. Please sign to give permission for those named to collect your child.
	9	Local Area Visits	<ul style="list-style-type: none"> Please sign to give permission to take part in visits in our locality
	10	Swimming lessons	<ul style="list-style-type: none"> Please complete to give permission for your child to take part in swimming lessons at YGG Bryniago School

Dim ond ein gorau glas sy'n ddigon da.

YGG Bryniago is the data controller for the personal information you provide on this form. Your information will be used to inform you of your child's progress and promotion of school-based activities and events. We may also send you information which relates your child's education from providers that have links to the school or which we believe will be of interest to you and your child. We will not share your data with any third parties without your explicit consent unless we are required or permitted to do so by law. You can withdraw your consent at any time and ask for your data to be erased from our records. Data protection law describes the legal basis for our processing your data as one based on consent. For further information about how YGG Bryniago uses your personal data, including your rights as a data subject, please see our privacy notice and our data protection policy which can be found on our school website. <http://www.yggbryniago.co.uk>

YGG Bryniago – Data Collection Sheet

On completion of this application form the school is required to have sight of your child's original birth certificate.
 Note if there is any change to your child's name, if it is spelt incorrectly or missing a middle name, please attach a copy of your child's birth certificate or passport so that we can verify the information, as without this we will be unable to make the change.

It is important that we hold correct parental address details and contact information in case of an emergency. Please list details of all persons who hold parental responsibility and anyone else that you wish us to contact in an emergency.

Place them in the order you wish them to be contacted.

PUPIL DETAILS

Surname of Pupil		Legal Surname	
Forename of Pupil		Middle name	
Chosen Forename		Gender:	Date of Birth
Home Address of Pupil			

Please ensure you add an e-mail address as all of our newsletters and information is sent out by e-mail.

1 Contact Information		Address		Contact Details	
Name (including title)				Home Tel No.	
				Work Tel No.	
				Mobile No.	
Relationship to Child		E-mail Address			
Parental Responsibility	YES / NO	Postcode			
2 Contact Information		Address		Contact Details	
Name (including title)				Home Tel No.	
				Work Tel No.	
				Mobile No.	
Relationship to Child		E-mail Address			
Parental Responsibility	YES / NO	Postcode			
3 Contact Information		Address		Contact Details	
Name (including title)				Home Tel No.	
				Work Tel No.	
				Mobile No.	
Relationship to Child		E-mail Address			
Parental Responsibility	YES / NO	Postcode			

4 Contact Information		Address	Contact Details	
Name (including title)			Home Tel No.	
			Work Tel No.	
Relationship to Child			Mobile No.	
		Postcode	E-mail Address	
Parental Responsibility	YES / NO			

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Please list all other siblings who are currently attending YGG Bryniago School			
Name		Year	
Name		Year	
Name		Year	

Education History:			
<i>If appropriate, please give details of previous schools attended:</i>			
Name of School		Town /City	
Dates Attended	From:	To:	
Name of School		Town /City	
Dates Attended	From:	To:	

MEDICAL INFORMATION	
Doctor's name	Telephone number:
Medical practice address	
Medical conditions the school should be aware of including allergies	
Dietary Requirements	
Disability	
The school has a duty under the Disability Discrimination Act to collect any information on any disability your child or immediate family / carer may have. This is to ensure the school can seek to meet your individual needs. All information provided will be treated with the strictest confidence.	
Pupil disability	

PLEASE COMPLETE THE OTHER SIDE OF THIS FORM

GUIDANCE ON THE USE OF EMERGENCY SALBUTAMOL INHALERS (FOR ASTHMA) IN SCHOOLS IN WALES

We have been notified by the Welsh Government that schools can buy salbutamol inhalers without a prescription for use in an emergency. We have therefore decided to hold an inhaler in school for use in emergencies. This inhaler can only be used if your child's prescribed inhaler is not available or is broken or empty. **Therefore, if you child suffers with asthma and has a prescribed inhaler, please contact the school office on: 01792 233343 and a parental consent form will be sent to you.**

SIGNATURE		DATE	
RELATIONSHIP TO PUPIL			

National Identity & Ethnic Background Record Form

Explanatory note

Our national identity relates to which of the national identity groups below we most identify with. Our ethnic background describes how we think of our own ethnicity which may differ from our national identity and may be based on many things, including, for example, our skin colour, language, culture, ancestry or family history. Neither national identity nor ethnic background are necessarily equivalent to nationality or country of birth.

Name		Primary school	
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National Identity

Please tick ONE box only and indicate who provided the information below (pupil or parent)

Welsh English Scottish Irish British Other

If other, please specify

I do not wish a national identity to be recorded Information provided by: Parent Pupil

Ethnic Background

Please tick ONE box only and indicate who provided the information below (pupil or parent)

A White				
White – British		British Gypsy / Gypsy Roma		Traveller of Irish Heritage
White European *Other		Gypsy / Gypsy Roma from *other countries		New Traveller
*Other White		*Other Gypsy/ Gypsy Roma		*Other Traveller
B Mixed				
White and Black Caribbean		Black and any Other Ethnic Group		White and Asian
White and Chinese		White and any Other Ethnic Group		Asian and Chinese
Asian and Black		Asian and any Other Ethnic Group		Black and Chinese
White and Black African		Chinese and any Other Ethnic Group		Other Mixed Background
C Asian or Asian British				
Indian		Mirpuri Pakistani		Other Pakistani
Bangladeshi		African Asian		Kashmiri
Nepali		Sinhalese		*Other Asian
D Black or Black British				

Caribbean		Ghanaian		Nigerian	
Sierra Leonian		Somali		Sudanese	
*Other Black		Black European		Black North American	
E Chinese or Chinese British					
Hong Kong Chinese		Malaysian Chinese		Singapore Chinese	
Taiwanese		*Other Chinese			

If *other, please specify	
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I do not wish an ethnic background to be recorded Information provided by: Parent Pupil

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First Language Record Form

Explanatory note

First Language of pupils

Schools need to collect information about the First Language of their pupils. This is so that schools, Local Authorities and the Welsh Assembly Government have a better understanding of all of the languages that are spoken in communities in Wales. This will help us to plan services to provide support for pupils who need it in order that they have every opportunity to do as well as they can at school.

What does First Language mean?

By 'First Language' we mean the language your child first learned as a small child. Your child may still be using this language at home or in your community, Even if he/she uses another language or languages (such as English and/or Welsh) more often.

First Language

Please tick ONE box only and indicate who provided the information below (pupil or parent)

English and/or Welsh		Afrikaans		Albanian/Shqip	
Arabic		Armenian		Assamese	
Belarusian		Bengali		British Sign Language	
Basque/Euskara		Bulgarian		Cambodian/Khmer	
Catalan		Caribbean Creole English		Caribbean Creole French	
Chechen		Chinese (Any other)		Chinese (Cantonese)	
Chinese (Hokkien/Fujianese)		Chinese (Hakka)		Chinese (Mandarin/Putonghua)	
Cornish		Czech		Danish	
Dutch/Flemish		Estonian		Finnish	
French		Gaelic/Irish		Gaelic (Scotland)	
Georgian		German		Greek	
Gujurati		Hebrew		Hungarian	
Hindi		Icelandic		Italian	
Japanese		Kashmiri		Korean	
Kurdish		Lithuanian		Latvian	
Luxemburgish		Macedonian		Maltese	
Malay/Indonesian		Nepali		Norwegian	
Pahari/Himachali (India)		Pahari (Pakistan)		Panjabi	
Polish		Portuguese		Portuguese (Brazil)	
Persian/Farsi		Romanian		Russian	
Serbian		Slovak		Slovenian	
Spanish		Sardinian		Swahili/Kiswahili	
Swedish		Thai		Turkish	
Ukrainian		Urdu		Yiddish	

PLEASE COMPLETE THE OTHER SIDE OF THIS FORM

Can your child speak welsh?		No
Yes speaks Welsh fluently		Yes speaks Welsh but not fluently
Does your child speak Welsh in the home		No
Yes. Speaks Welsh with one parent or guardian only		Yes. Speaks welsh with both parents or guardians
Speaks Welsh with his or her siblings		

I do not wish a language to be recorded Information provided by: Parent Pupil

If your child has been in the UK for less than 2 years please give date of entry.....

If your child is not a permanent resident of the UK please give residency status

Short Term max 4 years Long Term Asylum seeker Refugee

Can Child speak English? Can Child read English? Can Parent speak English?

The Hwb Platform

PUPIL DETAILS

Name

The Hwb platform provides all maintained schools in Wales with access to a wide range of centrally-funded, bilingual digital tools and resources to support the digital transformation of classroom practices. The Hwb platform is managed and operated by the Welsh Government.

All pupils in maintained schools in Wales ***must*** be provided with a secure log-in to the Hwb platform. This is because mandatory reading and numeracy tests, currently on paper, will be moving online and must be completed by each pupil via the platform. In order to provide your child with a secure log-in, the school will be sending basic information to the Welsh Government. The log-in will allow your child to take the mandatory online assessments, known as 'personalised assessments'.

For more information about the Hwb platform and how information about your child is used, please see <https://hwb.gov.wales/privacy>.

For more information about the online personalised assessments, please see <http://learning.gov.wales/resources/collections/national-reading-and-numeracy-tests?lang=en#collection-2>

Additional services

If you agree, Welsh Government can also provide your child with access, via the Hwb platform, to a variety of additional services which are provided by other organisations. These include online learning environments such as Hwb Classes, Microsoft Office 365, Google for Education, and other relevant educational tools and resources. Welsh Government is making these additional services available to help your child access educational resources. These additional services are centrally funded and there is no cost for you or for your school to access and use them.

Welsh Government will only provide access to these additional services if you sign the form below to indicate your agreement.

Your agreement

If you agree:

- we will tell Welsh Government to provide access to the additional services
- Welsh Government will share information about your child with its service providers, including Microsoft and Google Education, in order to enable access to the additional services

If you do not agree, we will still share information about your child with Welsh Government to set up a secure log-in for the Hwb platform, but your child will not be able to access the additional services.

If you wish to withdraw your consent, please contact the head teacher within your child's school.

SIGNATURE		DATE	
RELATIONSHIP TO PUPIL			

PLEASE COMPLETE THE OTHER SIDE OF THIS FORM

PUPIL DETAILS

Name

Parent / Carer Permission

- As the parent / carer of the above *pupil*, I give permission for my son / daughter to have access to the internet and to ICT systems at school.
- I know that my son / daughter has discussed and signed an Acceptable Use Agreement and has received, or will receive, e-safety education to help them understand the importance of safe use of ICT – both in and out of school.
- I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.
- I understand that my son's / daughter's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy.
- I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child's e-safety.

Parent / Guardian
Name

Signed

Date

Pupil Acceptable Use Agreement

This form relates to the Pupil Acceptable Use Policy which can be found in the Information Booklet.

Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to school ICT systems.

I have read and understand the above and agree to follow these guidelines when:

- I use the school ICT systems and equipment both in and out of school.
- I use my own equipment in school **only with the teacher's permission**, e.g. mobile phones, PDAs, cameras etc.
- I use my own equipment out of school in a way that is related to me being a member of this school e.g. communicating with other members of the school, accessing school email, Hwb, VLE, website etc.

Pupil signature

Date

Use of Digital / Video Images

The use of digital / video images plays an important part in learning activities. Pupils and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website, social media (eg Twitter) and occasionally in the public media.

The school will comply with the Data Protection Act and request parents / carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

Parents are requested to sign the permission form below **to allow the school** to take and use images of their children.

Parent / Carer Permission (Please see detail in the Information Booklet for conditions of use)

I agree to allow the school to take and use digital images of my son/daughter as outlined below: Please circle Yes or No below:		
As the parent / carer of the pupil named below, <u>I agree</u> to the school taking and using digital / video images of my child to support learning activities or celebrate achievement within school such as books, (including other children's books if group work is photographed), displays and presentations that may only be shown within the school.	Yes	No
As the parent / carer of the pupil named below, <u>I agree</u> to the school taking and using digital / video images of my child to support learning activities or celebrate achievement or in publicity that reasonably celebrates success and promotes the work of the school via the school—for example the school website, Twitter, Newsletters and school prospectus – please note all of these media are linked through the school website.	Yes	No
As the parent / carer of the pupil named below, <u>I agree</u> to the school taking and using digital / video images of my child to support learning activities or celebrate achievement or in publicity that reasonably celebrates success and promotes the work of the school via occasional external users for example newspapers (Evening Post)	Yes	No

Parent Agreement:

I agree that if I take digital or video images at, or of, – school events which include images of children, other than my own, **I will** abide by these guidelines in my use of these images.

I agree not to publish any images of children other than my own on any social media site without the express permission of the child's parent.

Pupil Name	
Parent/Guardian Name	
Signed	
Date	

PLEASE COMPLETE THE OTHER SIDE OF THIS FORM

APPS & PROGRAMS USED IN SCHOOL

Pupil Details

Pupil Name	
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Please sign if you agree to your /your child's information being shared with these apps/programs. When you sign up to them the companies will also ask for your agreement

App/Program	Information shared	Used For	Program/site Privacy Notice/ Policy	I agree. Signed
	Pupil's name and year group Photographs	Communication with parents/carers	https://www.classdojo.com/en-gb/privacy/	
Class Dojo				
Parentmail				

sQuid Consent Form

Pupil Details

Pupil Name	
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I have read the information regarding the cashless catering system (found in the information booklet). www.squidcard.com/privacy-policy	Yes	No

Please note: if you **do not** wish your child to be registered you would need to provide your child with a packed lunch on a daily basis. We would also be **unable** to contact you via email or text messaging services.

School Newsletter

We send out a weekly newsletter via email. Because this may occasionally contain promotional material e.g. for Friends of YGG Bryniago events, we need your permission to send it to you. Please sign below if you give us permission to send you our newsletter via sQuid email services.

Name of Parent/Guardian	
Relationship to child	
Parent/Guardian signature	
Date	

Collection from School

Please could you complete the table below indicating who has permission to collect your child from school and their relationship to your child (friend/sister/childminder/grandparent etc)

NAME		RELATIONSHIP TO PUPIL	
SIGNATURE (Parent / Guardian)		DATE	
RELATIONSHIP TO PUPIL			

LOCAL AREA VISITS

At YGG Bryniago we provide opportunities for our children to gain exposure to a range of learning experiences both in and outside the classroom. Class trips to venues in the local area make up a considerable part of outside the classroom learning. This form is to give consent for your child to attend trips to venues in the local area. Some of these venues will include:

- Pontarddulais Library Library
- Parc Coed Bach
- Pontarddulais town
- Buildings within Pontarddulais e.g. chapels, churches, shops

Parents/Guardians will be informed about trips to these venues. Should any visits involve transport a separate permission will be sought.

I give permission for:	
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to attend trips to the local area.

I agree that this form serves as a general consent form for the different activities at these venues.

Signature:		Date	
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PLEASE COMPLETE THE OTHER SIDE OF THIS FORM

Swimming Lessons Consent Form

YGG Bryniago will use Penyrheol Leisure Centre for swimming lessons.
 All teaching staff are qualified to teach swimming and have the appropriate water safety training.
 Throughout their time at YGG Bryniago pupils will have opportunity to take part in swimming lessons as part of the PE curriculum.

I give permission for	
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To attend the swimming lessons in Penyrheol Leisure Centre throughout my child's time at YGG Bryniago.

I will ensure my child has the appropriate kit in school to take part in swimming lessons.

Parent/Guardian signature	
Date	