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| --- | --- | --- | --- | --- | --- | --- |
| **REGISTRATION FORM** | | | | | | |
| To register your child please complete the form in block capitals and return to the School Office, Radlett Preparatory School,  Kendal Hall, Watling Street, Radlett, Hertfordshire, WD7 7LY or email to: [admissions@radlettprep.co.uk](mailto:admin@radlettprep.co.uk).  The fee is £100 per child. For payment details please see overleaf. | | | | | | |
| **CHILD DETAILS - Please use block capitals** | | | | | | |
| SURNAME: | | FIRST NAME: | | | | |
| DATE OF BIRTH: | | GENDER: | | | | |
|  | | | | | | |
| REQUIRED YEAR OF ADMISSION: | | SIBLING AT RADLETT PREP SCHOOL: YES | |  | NO |  |
| PREVIOUS SCHOOL/NURSERY: | | NAME OF SIBLING AT RADLETT PREP: | | | | |
| FIRST LANGUAGE SPOKEN AT HOME: | | NATIONALITY: | | | | |
| RELIGION: | | | | |
| **PARENT / CARER DETAILS –** please use block capitals | | | | | | |
| PARENT 1 NAME: | | | PARENT 2 NAME: | | | |
| TITLE: | | | TITLE: | | | |
| NATIONALITY: | | | NATIONALITY: | | | |
| FULL ADDRESS: | | | FULL ADDRESS: | | | |
| MOBILE NUMBER: | | | MOBILE NUMBER: | | | |
| HOME TELEPHONE NUMBER: | | | HOME TELEPHONE NUMBER: | | | |
| WORK NUMBER: | | | WORK NUMBER: | | | |
| EMAIL ADDRESS: | | | EMAIL ADDRESS: | | | |
|  | | | | | | |
| **ETHNICITY** – PLEASE TICK APPROPRIATE BOX BELOW | | | | | | |
| **White** | | **Mixed / Multiple ethnic groups** | | | | |
| English/Welsh/Scottish/Northern Irish/British |  | White and Black Caribbean | | | |  |
| Irish |  | White and Black African | | | |  |
| Gypsy or Irish Traveller |  | White Asian | | | |  |
| Any other White background, please describe |  | Any other Mixed / Multiple ethnic background, please describe | | | |  |
|  | | | | | | |
| **Asian / Asian British** | | **Black / African / Caribbean / Black British** | | | | |
| Indian |  | African | | | |  |
| Pakistani |  | Caribbean | | | |  |
| Bangladeshi |  | Any other Black/African/Caribbean background, please describe | | | |  |
| Chinese |  | **Continued overleaf…** | | | | |
| Any other Asian background, please describe |  |
|  | |
| **Other ethnic group** | |
| Arab |  |
| Any other ethnic group, please describe |  |

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| --- |
| **ANY MEDICAL OR PERSONAL DETAILS THAT YOU FEEL THE SCHOOL SHOULD BE AWARE OF:** |
|  |
| **Where/how did you hear about Radlett Preparatory School?**  **Friends/Family Internet/Website Advertising Nursery Word of Mouth Facebook Other** |

**How to pay the Registration Fee:**

The fee is £100 per child (non-refundable)

You can pay by cheque made payable to Radlett Preparatory School Ltd

OR

By BACS

Account Name: Radlett Preparatory School Ltd, Sort Code 30-90-73, Account No: 20660868 using child’s name as reference.

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**CONDITIONS:**

An Advance Fee of £800.00 is paid on acceptance of an offered place and will be held by the School against the fees for the last term the child will be in school.

The Advance Fee will only be refunded at the end of your child’s education at Radlett Preparatory School, subject to the child completing a minimum of two

years continuous full-time education. The Advance Fee will not be refunded if a child is withdrawn before he/she takes up his/her place.

A full term’s notice, in writing, is required if a child, who is a pupil at the School, is withdrawn. If a pupil is withdrawn without such notice being given, a term’s

fees in lieu of notice becomes payable.

The Principal reserves the right to exclude any child if their conduct is considered unsuitable or if, in the opinion of the Principal, there has been an irreparable breakdown of confidence between the School and the parents.

Please note failure to disclose any knowledge of physical, medical, social, emotional or intellectual problems regarding your child prior to assessment, may result in an

offered place being withdrawn.

**I/We confirm that I/we have read and agree to the above conditions and the Admissions Policy.**

PARENT 1 SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated: \_\_\_/\_\_\_/\_\_\_\_\_

PARENT 2 SIGNATURE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dated: \_\_\_/\_\_\_/\_\_\_\_\_\_