

**Registration Form**

*Personal data will be collected in accordance to the* ***Data Protection Act 1998 and the GDPR****. It will be collected for specified, explicit and legitimate purposes and processed lawfully, fairly and in a transparent manner. It will be adequate, relevant, accurate, kept up to date and limited to what is necessary in relation to the purposes for which they are processed. Any inaccurate data will be erased or rectified without delay. The data will be processed in a manner that ensures appropriate security of the personal data, including protection against accidental loss, destruction or damage, using appropriate technical or organisational measures. It will be kept in a form which permits identification of data subjects, personal data may be stored for longer periods insofar as the personal data will be processed solely for archiving purposes or statistical purposes subject to implementation of the appropriate technical and organisational measures required by the GDPR in order to safeguard the rights and freedoms of individuals.*

| Preferred start date (tick) :  | Immediate or  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_month \_\_\_\_\_\_year |
| --- | --- | --- |
| Do you prefer morning or afternoon session? (Please tick one) **(for Nursery class only)** | Morning (08.15 -11.30am) Afternoon (11.45 - 3.00pm) Full-time (08:15 - 3.00pm) |
| YEAR GROUP: (Please indicate) |  |

**1. Student Details**

| Surname |  |
| --- | --- |
| Middle Name |  |
| First Name |  |
| Address |  |
| Post code  |  | Home telephone |  |
| Borough  |  | Gender  | Male / Female |
| Are you a permanent resident in the UK? |  |

| Date Of Birth  |  |  |  |  |  |  |  |  |  | Age  | Years  | Months |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |

**2. Previous/Current School details**

| Date: From  | To  | Nursery/School name, address & telephone number |
| --- | --- | --- |
|  |  |  |
|  |  |  |

**3. Family Details**

Applicant Father Mother Joint Guardian\* Please tick one box

| Fathers Name |   |
| --- | --- |
| Occupation  |  | Daytime Contact Number |  |
| E-mail address  |  |
| Do you have parental responsibility for the child? Yes / No  | Does the child live with you? Yes / No |
| Mothers Name |   |
| Occupation  |  | Daytime Contact Number |  |
| E-mail address  |  |
| Do you have parental responsibility for the child? Yes / No  | Does the child live with you? Yes / No |

| Please provide details of other children |
| --- |
| Full Name  | Age  | Name & address of school (if applicable) |
|  |  |  |
|  |  |  |
|  |  |  |

**4. Medical Details**

| Does your child have any medical condition, illnesses or allergies requirements that the school should be made aware of: |
| --- |
|  |
|  |

**5. Special Educational Need**

| Does your child have any special educational need (learning, physical, behavioural): YES / NO Please give details:  |
| --- |
|  |
|  |

**6. Applicants Declaration**

| 1. I enclose the registration processing fee of £20 with this application. 2. I have read the Prospectus and agree with the Ethos of the School. 3. I understand that submitting this application does not guarantee a place. 4. I understand that I/we the parent(s) together with the child on this application will be required to attend an interview. 5. I understand that I/we the parent(s) need to inform the school of any **NEW information/concerns** that will affect my child before Admission. 6. I declare the information submitted in this form and the accompanying questionnaire, is accurate and correct. Any misleading information could jeopardize my child’s position within the School. |
| --- |
|  |  |  |
| Signature of Applicant(s)  | Print Name  | Date |
|  |  |  |
|  |  |  |

| *Please ensure £20 registration fee is paid by cash or via bacs:* *Account: HSBC, Apex Trust* *A/c no: 91592920* *S/C 40-09-06* | **Please send the completed form to:** ***Apex Primary School*** ***60-62 Argyle road*** ***Ilford, Essex, IG1 3BG*** *contact@apexprimary.co.uk* ***School Office: 020 8554 1208*** |
| --- | --- |

**For office use only**

| Date Received  |  | Initial |  |
| --- | --- | --- | --- |

| Date Reviewed  |  | Initial |  |
| --- | --- | --- | --- |

| 1  | 2  | 3  | 4  | 5  | 6 |
| --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

| Proposed:  | A / D /R  | Date / Initial |  |
| --- | --- | --- | --- |

| Approved |  |  |  |
| --- | --- | --- | --- |



**…**

**Questionnaire**

**1. Apex Primary School. *(Please continue on a separate sheet)***

| 1.1) Why would you like to enroll your child at Apex Primary School? |
| --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1.2) In your own words, what does it mean to build the Islamic personality of your child? |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1.3) What are your expectations from the school? |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**2. Home Environment**

| 2.1) Do you strictly adhere to Islamic practices in accordance to the Qur’an & Sunnah? | Yes / Mostly / Sometimes / No |
| --- | --- |
| Do you observe the following  | Mother  | Father |
| 2.2) Salah 5 Times  | Never / Sometimes / Always  | Never / Sometimes / Always |
| 2.3) Saum (Fasting in Ramadan)  | Never / Sometimes / Always  | Never / Sometimes / Always |
| 2.4) Zakah  | Never / Sometimes / Always  | Never / Sometimes / Always |
| 2.5) Does your child watch television?  | Yes / Controlled / No |
| 2.6) If so, what is his/hers favorite programme / video / DVD? |  |
| 2.7) What types of toys/games do you encourage? |  |
| 2.8) What types of toys/games do you discourage? |  |
| 2.9) How do you encourage your child’s Islamic development at home? |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**3. Your Child**

| 3.1) Languages spoken at home |  |
| --- | --- |
| 3.2) To what level has your child learnt Arabic?  | None / Very Little / Basic / Intermediate / Advanced  |
| 3.3) To what level has your child learnt Quran?  | None / Very Little / Basic / Intermediate / Advanced |
| Please provide copies of Nursery or School reports for your child. |

**4. Parental Responsibility**

| 4.1) What activities do you (parents) participate in with your child? |
| --- |
|  |
| 4.2) What behaviour do you praise? |
|  |
|  |
| 4.3) What behaviour do you consider to be unacceptable? |
|  |
|  |
| Give examples of reward and discipline methods you implement at home?  |
|  |
|  |

**5. You and your community**

| 5.1) Apex primary school is part of a registered charity and is dependent on support from the community and our parents who are our key stake holders. Please state how you have contributed towards and supported community projects?  |
| --- |
| Mother: |
|  |
| Father: |
|  |
| 5.2) Please state how you will be supporting Apex?  |
| Mother : |
|  |
| Father: |
|  |

**6. Applicants Declaration**

| 1. I understand that the completion of this questionnaire is required for registration. 2. I declare that the answers given are accurate and correct. Any misleading information could jeopardize the child’s placement within the School. |
| --- |
| Signature of Applicant  | Print Name  | Date |
|  |  |  |
| Name of Child |  |  |