

Pownall Hall School

Carrwood Road

Wilmslow

Cheshire

SK9 5DW

Registration Form [to be completed by parent or guardian]

PLEASE USE **BLOCK** CAPITALS

Surname of child: _____

First names (in full): _____

Name generally used: _____

Date of birth: _____ Boy: _____ Girl: _____

Nationality: _____

Proposed date of admission (term and year): _____

Parents' Details

	Father	Mother
Title	_____	_____
Name	_____	_____
Address	_____	_____
	_____	_____
Postcode	_____	_____
Occupation	_____	_____
Nationality	_____	_____
Home tel:	_____	_____
Work tel:	_____	_____
Mobile:	_____	_____
E-mail	_____	_____
Fax	_____	_____

Full name and address of Guardian, if applicable.

Please mention here the names of any other members of the family attending the school or registered for entry, or any other connection with the school: _____

Present School

Name and address of present school (with date of entry): _____

Name of Headteacher: _____

Are there any circumstances relating to your child of which the school should be aware?

Declaration

We request that the name of the above-named child be registered as a prospective pupil AND we enclose payment for the non-refundable Registration Fee of £60 (cheques to be made payable to Pownall Hall School Trust Ltd)

We understand that:

1. registration of our child as a prospective pupil does not secure our child a place at the School but does ensure that our child will be considered for selection as a pupil at the School;
2. the School may process personal data about our child, including sensitive personal data such as medical details, for the purpose of administering its list of prospective pupils and administering its selection procedures and we consent to the processing of our child's personal data (including sensitive personal data) for these purposes;
3. in the event that our child is offered a place at the School, such an offer will be subject to the School's terms and conditions, which will bind us in the event that we accept the place.

First signature:

Second signature:

Name in full:

Name in full:

Relationship to child:

Relationship to child:

Date:

Date:

Terms and Conditions

1. A registration fee of £60 is payable with this application and is not refundable.
2. A deposit of £750 is payable with this application. £500 will be credited against your first term's fees in Reception upwards with the remainder being credited against the pupil's final account in Form 6. The deposit is not refundable if your child leaves before Reception. In the event of the pupil leaving the school before the end of Form 6, any credit of the deposit (or part of it) against the final account will be at the absolute discretion of the governors. No refund will be made in respect of any part of the deposit not used for such credit.
3. The Governors shall be entitled at their absolute discretion to vary the fees from time to time. Without fettering this discretion in any way, fees are normally reviewed annually with increases taking effect in the September term. Whilst the Governors will endeavour to give as much advance notice as possible of fee increases, there is no obligation on them to give a full term's notice of any increase.
4. Unless otherwise agreed in writing, all fees are due and payable on or before the first day of term. Interest will be charged monthly on overdue accounts at 2.5% per month or at such other rate as the Governors shall from time to time prescribe.
5. A pupil whose fees have not been paid may, at the absolute discretion of the Headmaster, be excluded from school until payment has been made.
6. No reduction in fees can be given in the event of absence of the pupil for whatever reason.
7. A full term's notice in writing must be given before the last day of the term prior to the term of withdrawal, otherwise a full term's fees must be paid in lieu of notice.
8. All parties will observe the rules and regulations of the School and any amendments to them which may be made from time to time.