

# The Red Door School

Monkstown Grove, Monkstown Avenue, Monkstown, Co. Dublin



## Application for Enrolment Form

Name of Child (in full, as on Birth Certificate): \_\_\_\_\_

Address at which child resides: \_\_\_\_\_

\_\_\_\_\_

Email address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Child's PPS No: \_\_\_\_\_

Nationality: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

If not born in Ireland, date on which child arrived in Ireland: \_\_\_\_\_

Mother's Nationality: \_\_\_\_\_ Father's Nationality: \_\_\_\_\_

**\*If you change your mobile number during the school year please inform us immediately as it is vital to keep records up to date in case of an emergency.**

Father's Name: \_\_\_\_\_ Present employment: \_\_\_\_\_

Work telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Present employment: \_\_\_\_\_

Work telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Guardian's Name: \_\_\_\_\_ Present employment: \_\_\_\_\_

Work telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Is the child living with both parents? \_\_\_\_\_

Position of child in family (1<sup>st</sup>, 2<sup>nd</sup> etc.): \_\_\_\_\_ Number of children in the family: \_\_\_\_\_

Religious denomination: \_\_\_\_\_

Did you child attend preschool: \_\_\_\_\_ for how long:

Where? \_\_\_\_\_

Has your child ever had a psychological assessment? \_\_\_\_\_

Has your child ever received a speech and language report? \_\_\_\_\_

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Name of brother/sister in this school: \_\_\_\_\_

Please give names, addresses and phone numbers of the people who have permission to collect your child from school. If there is any change to this routine **please inform the school in writing.**

Person who usually collects child(ren):

\_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Parents and legal guardians are entitled to be consulted and informed about their child's education and are entitled to access to their child during school hours. If there is any change in this regard or if there is any other information which you think may be relevant **it is very important that the school is informed immediately.**

**Other relevant information:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **School Emergencies/Sickness/Unexpected Closures, etc.**

The following information will be used by the school in the event of:

- Your child feeling sick
- An emergency occurring while the school is in operation, making it necessary to close the school. In such an emergency, it is advisable to ensure the safe return home of pupils
- An unexpected closure of the school.

**If my child gets sick, or the school must close unexpectedly, etc** and there is no one at home/the school is unable to contact me, please provide the name, telephone number and address of two other people you nominate for us to contact. We will ask this person to come and collect your child/children.

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Person the school will contact:

1. \_\_\_\_\_ 2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel/Mobile: \_\_\_\_\_ Tel/Mobile: \_\_\_\_\_

## Medical Emergency/Accident

That in the event of an emergency or accident, a member of staff will use his/her discretion and bring your child to a Doctor/Hospital. Every effort will be made to contact you.

I authorise that at their discretion a member of staff may bring my child/children to a Doctor/Hospital if an emergency arises.

## Signed (Parent/Guardian):

\_\_\_\_\_

List of Children: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Family Doctor (Only if you wish):

Doctor's Name \_\_\_\_\_ Telephone No: \_\_\_\_\_

Does your child/children have any specific medical condition (e.g. asthma, eyesight, hearing etc.) or emotional problems which may affect your child at school?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## It is the responsibility of parent(s)/guardian(s) to notify the school of any food allergies.

Does your child/children have an allergic reaction to medication or food?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there any other relevant information about your child/children which we should know?

\_\_\_\_\_

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I consent to my child's participation in the Stay Safe Programme

Parents Signature: \_\_\_\_\_

During your child's time in The Red Door School, it may be necessary from time-to-time for teachers to carry out diagnostic testing with your child on an individual basis in order to help them in their educational development. I give permission for any necessary diagnostic tests to be carried out with my child.

Parents Signature: \_\_\_\_\_

I give permission to allow my child's photograph/image to be included in school-related activities, competitions etc.

Parents Signature: \_\_\_\_\_

I give permission to allow my family details (name, address, date of birth, etc.) to be given to agencies such as HSE (school nurse, doctor, dentist) etc.

Parents Signature: \_\_\_\_\_

I wish to enrol my child \_\_\_\_\_

I declare the above information to be correct and understand that it will be treated as confidential.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please ensure that you have included a Birth Certificate with this form. These documents will be photocopied and returned to you.**

**Principals Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Birth Cert Received: Yes:  No:

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## To be completed if your child is transferring from another primary school

Previous school: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

What class was your child in when he/she left the school? \_\_\_\_\_

Have you enclosed a copy of the most recent school report?

Yes:

No:

**N.B. All forms must be completed in full and returned to the school before a new pupil will be enrolled in the school. Proof of address must accompany application.**

### Enrolment Application Form

#### Birth Certificate

**Note: We require reports from previous schools to meet the needs of your child.**

Give details of any health conditions (e.g. asthma, eyesight, hearing, allergies, etc.) which may affect your child at school

\_\_\_\_\_

\_\_\_\_\_

Are there any specific equipment/resources that the school will require for your child?

\_\_\_\_\_