

# BCHS Student Data Collection Sheet

This form should be completed by those who have parental responsibility or day to day care of the child who attends Blackburn Central High School. Please keep school informed of any changes to this information such as new mobile telephone numbers, changes of address, etc.

## Student Details

Legal Surname: .....	Preferred Surname: .....
Legal Forename: .....	Preferred Forename: .....
Middle name: .....	Address: .....
Date of birth: ..... Year: .....	.....
Gender: Male / Female (please circle one)	Post Code: .....
Sibling names and dates of birth: .....	
.....	
Previous Schools: .....	
Adopted: Yes / No (please circle one)	Previously in care: Yes / No (please circle one)

Please provide any other relevant information: Details of dietary requirements, medical conditions (asthma, allergies, etc), social worker/agencies details, any Legal Orders, etc.

<b>Dietary</b> (e.g. Halal, Kosher)	<b>Medical</b>	<b>Social</b>	<b>Legal</b>

Please provide details of both parents whether your child lives with them or not.

Mother's Details	Father's Details
Name: .....	Name: .....
Date of birth: .....	Date of birth: .....
Parental responsibility : Yes / No (please circle one)	Parental responsibility : Yes / No (please circle one)
Address: .....	Address: .....
.....	.....
Post Code: .....	Post Code: .....
Home phone no: .....	Home phone no: .....
Mobile phone no: .....	Mobile phone no: .....
E-mail address: .....	E-mail address: .....
Other information: .....	Other information: .....

**PLEASE TURN OVER AND COMPLETE REVERSE**

Give details of all other adults who can be contacted in an emergency and/or are a significant adult in your child's life. These may be parents' partners, step-parents, grandparents, family friends, etc. Place them in the order that you wish for them to be contacted in an emergency.

**Emergency Contacts/Other Significant Adults**

Name: ..... Relationship to child: .....

Address: .....

Telephone No: ..... Emergency contact:  Can collect child:

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Name: ..... Relationship to child: .....

Address: .....

Telephone No: ..... Emergency contact:  Can collect child:

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Name: ..... Relationship to child: .....

Address: .....

Telephone No: ..... Emergency contact:  Can collect child:

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Name: ..... Relationship to child: .....

Address: .....

Telephone No: ..... Emergency contact:  Can collect child:

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Please name all people who are NOT permitted to collect your child from school and the reasons for this:

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.....

**Travel Arrangements**

Bicycle       Car

Taxi             Bus

Car Share       Walk

Other

**Meal Arrangements**

Type	Mon	Tue	Wed	Thu	Fri
School Meal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Packed Lunch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Medical**

Doctor: .....

Address: .....

.....

Telephone: .....

Medical Conditions: .....

.....

.....

**Culture**

Ethnicity: .....

Country of birth: .....

Nationality: .....

First language spoken to child: .....

.....

Current spoken home language: .....

.....

Religion: .....

We are registered to hold personal data, and have a duty to protect this information and keep it up to date. We are required to share some of this data with the Local Authority, the DfE, schools that students attend after leaving us, and the NHS. I understand that the information provided may be shared with other agencies in the interests of safeguarding.

Name (in print): ..... Date: .....

Signed: ..... Relationship to child: .....

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# Parent/Carer Acceptable Use Agreement



Digital technology is a crucial part of young people's lives in and out of school and a valuable tool for learning. We are committed to helping our students stay safe online and use technology responsibly.

## Our Acceptable Use Policy and Agreement for students ensures that:

- Students are responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use
- School systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk

As a school, we will ensure that our students have reliable and safe access to digital technologies to enhance their learning and, in turn, we expect students to be responsible users. A copy of the Student Acceptable Use Policy is attached to this permission form, to inform you of BCCHS expectations of the young people in our care.

Please sign the permission form below to show your support of the school in this important aspect of our work.

**Parent/Carer Name:** .....

**Student Name:** .....

**Progress Group:** .....

As the parent/carer of the above student, I give permission for my son/daughter to have access to the internet and ICT systems at school.

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that my child is safe when using school internet and ICT systems. I also understand that BCCHS cannot ultimately be held responsible for the nature and content of materials accessed on the internet and when using mobile technologies. I understand that my child's activity on ICT systems at BCCHS 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 internet safety.

**Parent/Carer signature:** .....

**Date:** .....

**Blackburn  
Central  
High School**

with Crosshill



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# Consent to use images of your child

As a school we want parents and carers to be more aware of what students experience during trips, sporting events and everyday activities, therefore we like to take lots of pictures and videos.

These images may be used in school, on the school website, and for publicity purposes. In order for these images to be used, we must seek parental permission.

## Please answer all questions below:

Sometimes we use images of students in displays within school.

Do you agree for school to be able to do this?  Yes  No

We use images of students in school publications and advertisements (e.g. prospectus).

Do you agree for school to be able to do this?  Yes  No

We often publish images of students in our newsletters (also published on school websites).

Do you agree for school to be able to do this?  Yes  No

Some years photographs are taken by a professional photographer which parents can purchase (e.g. Tempest).

Do you agree for school to be able to do this?  Yes  No

Positive images or audio/video recordings of students may be published in the media (e.g. local press).

Do you agree for school to be able to do this?  Yes  No

We publish images and audio/video recordings of students on our school website, and social media accounts.

Do you agree for school to be able to do this?  Yes  No

We use images and exam results of the previous year's graduates to promote BCHS.

Do you agree for school to be able to do this?  Yes  No

You can withdraw consent at any point by contacting the school or emailing [info@bchs.co.uk](mailto:info@bchs.co.uk)

## I have read and understood the conditions of use.

Student's Name: .....

Your Name (in block capitals): .....

Parent/Carer signature: ..... Date: .....

## Conditions of use

1. We will not use the personal details or full names (first name and surname) of any child in a photographic image or video, on our website, in our school prospectus or in any of our other printed publications without good reason.
2. If we name a student in the text, we will not use a photograph of that child to accompany the article without good reason (see point 1 above).
3. We will not include personal e-mail or postal addresses, telephone or fax numbers on video, on our website, in our school prospectus or in other printed publications.
4. We may include pictures of students and teachers that have been drawn by the students.
5. We will only use images of students who are suitably dressed, to reduce the risk of such images being used inappropriately.

Please note that the press are exempt from the Data Protection Act and may want to include the names and personal details of children and adults in the media.



# Medical Information



## Student Details

Legal Surname: .....

1st Emergency Contact: .....

Legal Forename: .....

1st Telephone: .....

Date of birth: ..... Age: .....

2nd Emergency Contact: .....

Address: .....

2nd Telephone: .....

Post Code: .....

## Doctor

Doctor: .....

Telephone: .....

Address: .....

Post Code: .....

## Medical

Allergies (eg. antibiotics, plasters, food, etc): .....

Date of last tetanus (if known): .....

Does your child suffer from any pre-existing medical condition requiring treatment: .....

.....

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.....

.....

.....

My child is taking the following prescribed medicines: .....

.....

We are registered to hold personal data, and have a duty to protect this information and keep it up to date. We are required to share some of this data with the Local Authority, the DfE, schools that students attend after leaving us, and the NHS. I understand that the information provided may be shared with other agencies in the interests of safeguarding.

Name (in print): ..... Date: .....

Signed: ..... Relationship to child: .....