



*"Inspiring minds to ignite lifelong learning"*



**Onchan Primary School**  
 School Road, Onchan, Isle of Man IM3 4PD  
 email: OnchanEnquiries@Sch.im  
 tel: 01624 673465

## DATA COLLECTION SHEET

Child's Details			
Child's Legal Forename		Mother's Forename	
Child's Middle Name		Mother's Surname	
Child's Legal Surname		Child Lives With This Parent?	
Child's Chosen / Preferred Name		Father's Forename	
Gender		Father's Surname	
Date of Birth		Child Lives With This Parent?	
Home Language			
Child's Address			

Name of Medical Practice	
Telephone Number	
Medical Conditions	
Dietary Requirements	
Any Other Information	

Usual lunch arrangement <i>(please tick one box only)</i>			
Packed Lunch	<input type="checkbox"/>	Meal at School	<input type="checkbox"/>
Free School Meal	<input type="checkbox"/>		

*Free meal must be applied for, details can be found at <https://www.gov.im/categories/education-training-and-careers/school-meals/free-school-meals-application-form/> Until we have confirmation from the Department, charges will incur.*

Previous School / Nursery Attended	
Name	
Address	
Dates Attended From	To

Please give details of **all persons who have parental responsibility** and anyone else you wish to be contacted in an emergency and place them in the order that you wish them to be contacted.

1st Priority Contact			
Forename		Home Telephone	
Surname		Mobile Telephone	
Relation to Child		Work Telephone	
Home Address			
Email			
Primary Guardian?		Authorised to Collect?	
Legal Guardian ?		Child Lives With This Contact?	

2nd Priority Contact			
Forename		Home Telephone	
Surname		Mobile Telephone	
Relation to Child		Work Telephone	
Home Address			
Email			
Primary Guardian?		Authorised to Collect?	
Legal Guardian ?		Child Lives With This Contact?	

3rd Priority Contact			
Name		Mobile Telephone	
Relation to Child			
Primary Guardian?		Authorised to Collect?	
Legal Guardian ?		Child Lives With This Contact?	

4th Priority Contact			
Name		Mobile Telephone	
Relation to Child			
Primary Guardian?		Authorised to Collect?	
Legal Guardian ?		Child Lives With This Contact?	

Once your child is enrolled, it is the responsibility of each parent to keep this information up to date via the Arbor Parent Portal - login details are provided when your child starts.

Signed			
Signature			
Name		Date	

Office Use			
Birth Certificate		Catchment Area Evidence	

Data Protection Act 2002: The school is registered under the Data Protection Act for holding personal data. The school has a duty to protect this information and keep it up to date. The school is required to share some of the data with the Department of Education and Children.