

# APPLICATION FORM FOR ADMISSION



Surname of Pupil .....

First Name(s) .....

Date of Birth ...../...../..... Nationality ..... Religion .....

Proposed Date of Admission .....

Name of Father (or Guardian) .....

Nature of Father's Business .....

Name of Mother .....

Nature of Mother's Business .....

Home Address .....

.....

Tel. Nos: Home ..... Work/Mobile Mother ..... Work/Mobile Father.....

Name & Address of Present School .....

.....

**\*I/We wish \*my/our daughter to be considered for a place at Baston School. \*I/We understand (\*please delete as appropriate) and agree to abide by the following:**

- a) Except in the Early Years Department, the offer of a place is conditional upon a test/examination, interview and recommendation by her present Headteacher.
- b) When the offer of a place is accepted a deposit of £350 is payable. This deposit will be forfeited if the pupil fails to take up the place for whatever reason. The deposit will be retained until the end of the pupil's final term at Baston School and refunded at that time subject to the settlement of any outstanding charges.
- c) All fees are due on or before the first day of each term and surcharges will be made on overdue accounts. Pupils entering after half-term will be charged half fees and no other reductions can be made for late starters.
- d) Retention of a place will depend on a pupil's observance of regulations concerning attendance, conduct, uniform and appearance, upon satisfactory progress being maintained and upon prompt and complete settlement of all accounts.
- e) A full term's notice is required before a pupil leaves the school or discontinues an extra subject. This notice, in writing, must be received on or before the first day of the term prior to any change being made, otherwise a term's fees in lieu thereof must be paid. Alterations in lunch/refreshment arrangements can only be made at the beginning of any term. Notice of such changes, in writing, must be received before the half-term holiday of the previous term.
- f) Parents will be informed from time to time of changes in the School Rules considered necessary by the Principal and Headmistress for the enhanced running of Baston School. Such changes will become integral to this agreement between the parent(s) and the school.

Signed: Father ..... Mother ..... Date...../...../.....

REGISTRATION FEE £30

**Please send the completed form, together with your Registration Fee to the Headmistress**

Cheques should be made payable to Baston School Ltd.

How did you hear about the school? Please tick as appropriate:

Other parents: *past/present	<input type="checkbox"/>	Local advertisement	<input type="checkbox"/>	Schools' Directory	<input type="checkbox"/>
Family connection	<input type="checkbox"/>	National advertisement	<input type="checkbox"/>	Other	<input type="checkbox"/>

**FOR OFFICE USE ONLY**

Reg. Fee received: Amount..... Date...../...../..... Date sent...../...../.....

Acc. Dep received: Amount..... Date...../...../..... Date wd ...../...../.....