

# Registration Form



Section(s) of the school for which you are applying		Year group of entry:	Term of proposed entry:	Year of proposed entry:
<input type="checkbox"/> King's Ely Acremont (Ages 4-7)		Reception-Year 2: _____	<input type="checkbox"/> Michaelmas <input type="checkbox"/> Lent <input type="checkbox"/> Summer	202 _____
<input type="checkbox"/> King's Ely Prep (Ages 7-13)	<input type="checkbox"/> Day	Years 3-8: _____		
	<input type="checkbox"/> Boarding	Years 9-13: _____		
<input type="checkbox"/> King's Ely Senior (Ages 13-18)	<input type="checkbox"/> Flexi-boarding: (number of nights) _____			
<input type="checkbox"/> King's Ely International (Ages 15-16)	<input type="checkbox"/> Day	Year 11: _____		
	<input type="checkbox"/> Boarding			

Are you applying for a place in either: Ely Cathedral Girls' Choir  Ely Cathedral Boys' Choir

## Child's details

Full name of pupil: \_\_\_\_\_

Preferred name: \_\_\_\_\_

Boy/Girl: \_\_\_\_\_

Date of Birth: D / M / Y

Nationality: \_\_\_\_\_

Country of residence: \_\_\_\_\_

Please note, if the child is not a UK citizen, please attach a copy of their passport data page with this form.

Please tick the box if English is not the child's first language:

Child's first language (if not English): \_\_\_\_\_

Other languages spoken at home: \_\_\_\_\_

If your child is a national resident of a country outside the UK or if you have provided a home address for correspondence outside the UK, please note that the school is required to take steps to ascertain that your child has permission to be in the UK.

Please confirm whether your child will require sponsorship from the school in order to obtain a visa to study in the UK at King's Ely: **Please note that we do not offer sponsorship for parents to remain in the UK.**

Yes  No

Does your child have dual nationality?  Yes  No

If yes, please give details of the countries for which they hold a passport

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Please provide any additional information about your child or family circumstances about which you feel King's Ely should be made aware:

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## Present School (if any):

Name of school:

Date of joining:

Head:

Address of school:

Email:

Phone:

Previous schools attended (if any):

Please tick if applicable: <input type="checkbox"/> HM Forces <input type="checkbox"/> Clergy <input type="checkbox"/> FCO
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## Parental details:

	First parent	Second parent
Title: Mr/s, Ms, Other		
Name(s)		
Relationship to child		
Address		
Tel. no (day)		
Tel. no (home)		
Tel. no (mobile)		
Email address		
Occupation		
Company name		

Marital status:

Parental details if living at a different address:

Parent (or person who has legal responsibility for child)	
Title: Mr/s, Ms, Other	
Name(s)	
Relationship to child	
Address	
Tel. no (day)	
Tel. no (home)	
Tel. no (mobile)	
Email address	
Occupation	
Company name	

Who has legal responsibility for the child? please state:

If a third party will be responsible for paying the fees, please give details below:

Title: Mr/s, Ms, Other	
Name(s)	
Relationship to child	
Address	
Tel. no (day)	
Tel. no (home)	
Tel. no (mobile)	
Email address	
Occupation	
Company name	

## Please give details of the following:

- Any family or current connection with King's Ely? If so, please give details:

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- Please state the names and ages of your child's Siblings/Brothers and Sisters

Name:  M  F DoB

Name:  M  F DoB

Name:  M  F DoB

- Have you registered / do you intend to register your child at another school? If so, please give details:

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- Any court orders in force relating to the child. Please provide any relevant documentation.  Yes  No

- Any family circumstances (such as parents' divorce or separation) that the school should be aware of:  Yes  No

- Any physical restrictions which may prevent the child's full participation in sport or other activities:  Yes  No

- Please list any medical or dietary conditions relating to your child's health which should be drawn to the attention of the school prior to any Taster days/Assessments:

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- Any known special educational needs.  Yes  No

- Any extra educational support currently provided by present school:  Yes  No

- Has the child ever been seen/assessed by an Educational Psychologist?  Yes  No

### Please provide any relevant supporting documentation such as: Educational Psychologist's report, diagnostic report, Education Health Care Plan

Please provide any additional information about your child or family circumstances about which you feel King's Ely should be made aware:

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- Please state how you first heard about King's Ely:

Local reputation  Present school  Friends  Advertisement

Internet search  Old Elean  Agent

Other:

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## Policy Information

As detailed in the school's Disability Policy, King's Ely is fully committed to making any reasonable adjustments, including the provision of additional support and aids that will allow a disabled pupil entry to the school and to access its curriculum. We would request that, if your child has need of any adjustments in relation to the entrance procedure or visiting the school, these requirements are put in writing to the Admissions Office who will schedule a meeting with the prospective disabled pupil and their parents to discuss the request for special arrangements.

## Registration Fee Payment. Please tick as appropriate:

The non-refundable registration fee is £100 for UK/EEA students:

The non-refundable registration fee is £150 for non-UK/EEA domiciled students:

Method of Payment (please select one):

- I will make an electronic UK bank transfer (details below):
- I enclose a cheque made payable to The King's School, Ely:
- I am paying from a non UK Bank Account (pay via Flywire):

If you wish to make a UK bank transfer, the details are as follows (the payment reference is crucial):

Barclays	Account in name of:	The King's School Ely
Ely Branch	Account No:	00086576
28 High Street,	Sort Code:	20 - 65 - 68
Ely, Cambridgeshire	Payment Reference:	"Initial and Surname of Child" followed by "Reg Fee"

**Please note that you will never be asked to make a payment to any other bank account other than the one listed above. If you receive such an instruction, please contact a member of our Finance Team on [fees@kingsely.org](mailto:fees@kingsely.org)**

If paying from overseas/a non-UK bank account, please use Flywire to make the transaction. Please go to [www.flywire.com/pay/kingsely](http://www.flywire.com/pay/kingsely), register and make the appropriate value payment using one of the payment options presented to you (dependent on the currency you are using).

**Signature(s): 1)**

**2) (Optional)**

**Date:**

Early registration is recommended. Registrations will be considered in the order they are received. Offers of places are subject to availability and the admissions requirements of the School at the time offers are made.

By signing this form I/We declare that all the information I/we have provided is completed to the best of our knowledge. I/We confirm that we have read and understood The King's School Ely Terms and Conditions on the school's website and we request that our child be registered as a prospective student. By submitting this Registration form I/We understand, accept and agree the terms as set out in the Declaration on the following page. I/we acknowledge that if information has been withheld, it may be necessary for the School to withdraw our child's offer or place.

## Declaration:

We request that the named child be registered as a prospective pupil of the School and we will pay the non-refundable registration fee.

By submitting this Application fee we understand, accept and agree 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. If our child is offered a place at the School, such an offer will be subject to the School's terms and conditions for the provision of educational services [1], which will bind us (as the holders of parental responsibility for him/her [2]) in the event (and from the moment) that we accept the place;
3. In order to comply with your responsibilities as a registered student visa sponsor, we consent to notifying and/or supplying information relating to us and/or our child's right to enter, reside and /or study in the United Kingdom to the United Kingdom Visas and Immigration (UKVI) unit of the Home office, and to do so whether we sponsor child or not. If our child is offered a place at the School, such an offer will be subject to us confirming that our child has the right to enter, live and study in the United Kingdom;
4. If applicable, the School may request from our child's present school or educational institution (a) information and a reference in respect of our child; and (b) information about any outstanding fees and/or supplemental charges;
5. The School may process any personal data about us (or either of us) and my/our child, including sensitive personal data about our child (such as medical details), for the purposes of: (i) administering its list of prospective pupils; (ii) its registration, selection and/or admission procedures, including as set out above; and (iii) communicating with the parents of prospective pupils about the School and generally managing relationships between the School and its prospective pupils.

**Notes:** A copy of the current terms and conditions (at some school's also referred to the 'parent contract') is available for your information upon request at any time or from the school's website, but please note that the version of the parent contract supplied may be subject to change from time to time. The latest version will always be available on the school's website and major changes to the document will be notified to parents.

Please see the King's Ely Privacy Statement for retention and use of information, which can be found on our website.

Parental responsibility is defined in the Children Act 1989 as 'all rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and his or her property'. It equates to legal responsibility for the child. If you have any doubts about whether you do or do not have parental responsibility for the child you may wish to seek legal advice.

Please scan and return this form via email to [admissions@kingsely.org](mailto:admissions@kingsely.org) If returning this form via post, please address the envelope to: Admissions, King's Ely, The Old Palace, Palace Green, Ely, Cambridgeshire CB7 4EW