

Carleton House Application Form

Please fill in both sides of this application form, cut out and return to the school at the address overleaf

Child's Surname: _____ First Name: _____

Middle Names: _____ Name to be known by: _____

Date of Birth: _____ Gender: _____ Ethnicity: _____

Previous nursery or schools (with approx dates): _____

Parent(s) Full Names: (Mother) _____ / (Father) _____

Surname by which you wish to be known (Mr, Mrs, Ms etc): _____

Address: _____

Post code: _____ Tel Number: _____

Mother's mobile number: _____ Father's mobile number: _____

Mother's email: _____ Father's email: _____

Address child normally resides at: _____

Who has parental responsibility? _____

Does any other adult care for the child? Please give name and relationship _____

Parent(s) / Guardian(s) occupation(s): (Mother) _____ / (Father) _____

Form of business and business addresses: _____

(Mother) _____ Telephone number: _____

(Father) _____ Telephone number: _____

Name and address of person responsible for payment of fees: _____

_____ Telephone number: _____

Name of local authority in which you live (eg Liverpool, Knowsley, Sefton): _____

Number of brothers: _____ Number of sisters: _____ Position in family (eg 3rd child of 4): _____

Do you have any other children at Carleton? _____

Religion of child: _____ Religion of Mother/Father: _____ / _____

If the child is Roman Catholic please complete the following section:

Present Parish: _____ Date & place of Baptism: _____

Does the child have any disability or health problems (if so please give details)? _____

Please read the following declaration carefully and indicate agreement by signing it

I / we request that my / our child be admitted as a pupil and I / we undertake to conform to all the rules and regulations of the school from time to time in force. I / we agree to pay each term's fee in advancer by direct debit and, in the vent of the withdrawal of my / our child from the school, to give one term's notice in writing or, in default, to pay one term's fee.

The school reserves the right to carry out credit checks on applicants before the offer of a place.

I / we enclose a registration fee of £50 (fifty pounds)

Signed (Father): _____ Date: _____

Signed (Mother): _____ Date: _____

Please note entry is subject to:

- Availability of places
- Interview in the case of reception children and interview and assessment in the case of older year groups
- Our receipt (within seven days) of your formal acceptance of a written offer of a place, together with a non-returnable deposit of £500, which is non-refundable if your child does not take the place but will otherwise be refunded when your child leaves Carleton House. Photographic ID and proof of residence will be required for both parents or guardians.

The following MUST accompany this completed form

- Registration fee of £50
- A copy of your child's birth certificate
- A copy of your child's Baptismal Certificate (Roman Catholics only).

Please return everything to:

The Headteacher
Carleton House Preparatory School
145 Menlove Avenue
Liverpool
L18 3EE

For office use only

Application received: _____ Acknowledged: _____

Interview: _____

Decision: _____