

# APPLICATION FOR ADMISSION TO LANGLEY SCHOOL



This completed application form, together with a Registration Fee of £75, should be sent to Admissions at Langley School. All fields must be completed (the school uses email and text messages as form of communication).

## Student details (please complete in BLOCK CAPITALS)

Surname	<input type="text"/>	Date of birth	<input type="text"/>		
Forenames	<input type="text"/>	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female		
Nationality	<input type="text"/>	First language	<input type="text"/>		
Place required as	Day student <input type="checkbox"/>	Flexi boarder <input type="checkbox"/>	Weekly boarder <input type="checkbox"/>	Full boarder <input type="checkbox"/>	English as an additional language required? <input type="checkbox"/>
Year/Year Group/Term when admission is required	<input type="text"/>	Learning support needs? Yes <input type="checkbox"/>	No <input type="checkbox"/>		
Do you have any relations at Langley School?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Relation's name	<input type="text"/>	
Name of present Headmaster/mistress	<input type="text"/>				
Name and address of present school	<input type="text"/>				
	<input type="text"/>	Postcode	<input type="text"/>		

## Father\*

Title	<input type="text"/>
Full name	<input type="text"/>
Profession	<input type="text"/>
Nationality	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Postcode	<input type="text"/>
Telephone	<input type="text"/>
Mobile	<input type="text"/>
Email	<input type="text"/>

## Mother\*

Title	<input type="text"/>
Full name	<input type="text"/>
Profession	<input type="text"/>
Nationality	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Postcode	<input type="text"/>
Telephone	<input type="text"/>
Mobile	<input type="text"/>
Email	<input type="text"/>

\*Where two persons accept responsibility, both should please sign. If parents are living apart, please indicate the home address of the student by circling either Mother or Father.

## Responsibility for Payment of Fees \*\*

The Parents or Guardians who are responsible for paying the fees are asked to complete the following section:

I/We jointly confirm that the details given here are correct. If the said student is offered a place at Langley School and I/We accept such a place, I/We jointly and severally agree to pay all fees termly in advance; to discharge with the termly accounts all necessary disbursements; and also to give one full term's notice in writing or to pay a full term's fees in lieu of notice, prior to taking the student away.

I/We understand that failure to give one full term's notice in writing prior to the first day of term will result in the following term's fees in lieu of notice becoming payable in addition to any addition to any extras accumulated during the student's final term. A written acknowledgement by Langley School that proper notice has been given shall be sufficient evidence of the same. The notice period

does not apply to Year 11 students who are subject to an earlier notice date, which is provided by the Headmaster when Sixth Form offers are made.

The Parents shall indemnify the School for all costs (legal or otherwise) incurred by the School in recovering any outstanding Fees that remain unpaid at the date due.

Signed	<input type="text"/>	Signed	<input type="text"/>
Print	<input type="text"/>	Print	<input type="text"/>
Date	<input type="text"/>	Date	<input type="text"/>

## Guardians

Where parents are resident outside the United Kingdom, students must have a guardian inside the United Kingdom for the duration of their stay, to whom the school can refer should the need arise. The school can accept no responsibility for students during holidays and half-terms and therefore arrangements for holidays and half-terms for those students from abroad should be made well in advance. Applications from non-residents can only be accepted if this section is completed.

If applicable, please give the following details about the student's guardian in the United Kingdom:

Full name	<input type="text"/>	Telephone	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Mobile	<input type="text"/>	Email	<input type="text"/>

## Form Submission and Payment

This completed application form, together with the £75 Registration Fee, should be sent to:

**Headmaster's PA Langley School Langley Park Loddon, Norfolk NR14 6BJ Please make cheques payable to Langley School (1960) Ltd.**

## For Office Use Only

Application received  Entered on to database  Registration fee processed

All information concerning you as an individual and your child will be held and processed by Langley School strictly in accordance with the provisions of the Data Protection Act 1998. Such data will be used by Langley School to administer our relationship with you and your child and to provide you with information about our activities and for related purposes. We will not, without your consent, supply your (or your child's) name and address to any third party except where (1) such a transfer is a necessary part of the activities that we undertake, or (2) we are required to do so by the operation of the law. As an individual, you have a right under the Data Protection Act 1998 to obtain information from us, including a description of the data that we hold on you. Should you have any queries concerning this right, please contact [admissions@langleyschool.co.uk](mailto:admissions@langleyschool.co.uk)