

## THE JUNIOR & SENIOR SCHOOL ENTRANCE APPLICATION FORM

### PERSONAL INFORMATION

**Child's Name**

Surname: First

Name: Preferred

Name:

**Date of birth**

Day:

Month:

Year:

**Place of birth**

**Nationality**

**Child's I.D. No:**

**Gender**

**Community / Religious Group**

Greek Cypriot

Turkish Cypriot

Maronite

Armenian

Latin

Other (please state)

**Number of children in the family**

Child's position:

**Does your child have a brother or a sister in our School?**

If so, please enter name(s) and class(es):

**Date you wish your child to join the School**

**Estimated length of stay at the School**

**Language(s) spoken at home**

Native Language:

**Present and / or previous schools**

Name of School

Country

Dates (From/To)

Class

Name of School	Country	Dates (From/To)	Class

## PARENT DETAILS

### Father's details

Name:
Nationality:
ID No / ARC No:
Passport Number:
Profession:
Telephone:
Mobile:
Email:
Home Address:
Postal Address:

### Mother's details

Name:
Nationality:
ID No / ARC No:
Passport Number:
Profession:
Telephone:
Mobile:
Email:
Home Address:
Postal Address:

### Father's Work details

Company name:
Job title:
Work telephone
Work address:

### Mother's Work details

Company name:
Job title:
Work telephone
Work address:

Each parent is entitled to become a member of The Junior School Company. Please complete cards which will be provided by the School.

## MEDICAL INFORMATION

**1 Emergency Contacts:** Please name two people who have agreed to accept responsibility for your child if neither parent can be contacted.

Name	Mobile	Home	Work

### 2 Paediatrician's Details

Name of Doctor:	
Work Number:	Mobile Number:

## MEDICAL INFORMATION - *continued*

- 3 Does your child have any behavioural problems or any other special needs or disabilities? (Yes / No)  
If yes, please explain.**

*If you have answered 'Yes' above, you should submit any relevant documentation to the School, i.e. Psychologists' reports, information from your child's last school, medical reports, etc. All such documentation will be handled in the strictest confidence. Should it be discovered subsequently that vital facts have been withheld from our notice, this could result in the immediate withdrawal of your child from The Junior & Senior School.*

- 4 Please give any significant information which you feel would be helpful to the School in order to meet and understand the physical and emotional needs of your child?**

## RULES AND REGULATIONS FOR ALL PARENTS

- When applying for a place at The Junior & Senior School an 'Application Fee' of €200 is charged when the application form is submitted to the School. This amount is not refundable.
- Prospective pupils will be assessed and interviewed on the School premises.
- If a place is offered, parents should immediately pay both the €800 'School Development Fee' and the Pre-Payment (€500 for the Junior School and €700 for the Senior School) in order to secure the place. These amounts need to be settled prior to the children starting School.
- The School Development Fee is a one-off payment paid by all new pupils starting school and it is not refundable.
- The Pre-Payment is part of the fees, but otherwise it is non- refundable. If the Pre-Payment is not paid every year, the place may no longer be held.
- Payments to the School should be made by cheque, visa or otherwise via JCC.
- Your child will automatically register for next year unless you tell us otherwise or if you still have outstanding fees.
- For children moving from Year 6 to Year 7 the pre-payment needs to be settled within March in order for your child to transfer from the Junior School to the Senior School.
- Parents/Guardians are obliged to abide by the Rules, Regulations, Policies and Procedures of the School.
- Parents/Guardians will ensure that all of their actions will not bring the School's reputation into disrepute.
- Admission and entry will be subject to the availability of a place and the pupil satisfying the admission requirements.
- Applications will be considered in the order in which they are received.
- Application for admission will only be considered if it is duly signed by both parents, provided both parents have custody of the child, and all supporting documents, including the Application Fee are received by the School.

**Who will be paying the School fees?**

**Relationship to the child**

**Please state how you first heard of the School**

Do both Parents agree that the child should attend our School?

**\* Signature: (mother) YES / NO**

**\* Signature: (father) YES / NO**

We agree to pay our son/daughter's school fees in full prior to the first day of each school term.

\* **Signature: (mother)**

\* **Signature: (father)**

**Full Name (IN CAPITALS)**

**Full Name (IN CAPITALS)**

Date:

Date:

## DECLARATION

We, the Parents/Guardians of the above-named child, hereby declare that all the information given above is true and accurate. We understand that acceptance of the offer of a place implies acceptance of all the Rules, Regulations, Policies and Procedures of the School currently in force, and of any subsequently authorised by the Governing Body of the School, and we undertake responsibility for the compliance of our son/daughter with those Rules, Regulations, Policies and Procedures. We understand that failure to comply with any of the above Rules, Regulations, Policies and Procedures could result in our child being removed from the School.

\* Online applications must be signed personally on acceptance of a place offered to your child

\* **Signature: (mother)**

\* **Signature: (father)**

**Full Name (IN CAPITALS)**

**Full Name (IN CAPITALS)**

Date:

Date:

**This application has been approved / not approved by (Headteacher's name)**

Date:

**Signature**

## ENCLOSURES

The following must be forwarded to the School as soon as possible for the application to proceed further:

- |                                       |                          |  |                          |
|---------------------------------------|--------------------------|--|--------------------------|
| <b>1</b> A copy of birth certificate  | <input type="checkbox"/> | <b>5</b> Two current passport size Studio photos (home photos are not accepted and must have been taken within the month of application) | <input type="checkbox"/> |
| <b>2</b> A copy of passport details   | <input type="checkbox"/> | <b>6</b> Copies of both Mother's and Father's I.D's or ARC's   | <input type="checkbox"/> |
| <b>3</b> A copy of last school report | <input type="checkbox"/> | <b>7</b> €200 Application Fee  | <input type="checkbox"/> |
| <b>4</b> Medical Certificate          | <input type="checkbox"/> |  |                          |