

## Registration Form

### Request for a place at the Stephen Perse Foundation

Please complete all sections of this form and return to admissions@stephenperse.com AFTER paying the Registration Fee by bank transfer (see page 10). We need the below information to be able to process your application for a place for your child. If you have any problems, please do not hesitate to contact us.

Information which is mandatory for you to provide is indicated below by a \*. If you do not complete the mandatory sections in full this may jeopardise or delay your application.

Your child				
<b>Legal surname*</b>				
<b>Legal first name(s)*</b> (underline preferred name)				
<b>Middle name(s)</b>				
<b>Preferred first name</b>				
<b>Date of birth*</b>				
<b>Address*</b> (including postcode)				
<b>Legal gender*</b>	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
Nationality				
Does your child hold British Citizenship?*	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If your child does not hold British Citizenship please state their nationality.*				
<i>Please also see the notes on Page 6 of this registration form.</i>				
What is your child's first language (if not English)? *				
Other languages spoken at home *				
IELTS level (if known) (non-native English speakers only)				

<b>Entry</b>				
<p><b>Which Stephen Perse Foundation school are you applying to?*</b></p> <p><b>3 – 11</b></p> <p><b>11-16</b></p> <p><b>Sixth Form</b></p>	<p><input type="checkbox"/></p> <p>I/we have a preference for:</p> <p><input type="checkbox"/> Junior School (Cambridge)</p> <p><input type="checkbox"/> Madingley Pre-prep School</p> <p><input type="checkbox"/> Dame Bradbury's School</p> <p><input type="checkbox"/> Senior School</p> <p>I/we have a preference for:</p> <p><input type="checkbox"/> Stephen Perse - 6<sup>th</sup> Form College (<b>College</b>)</p> <p><input type="checkbox"/> Stephen Perse - CCSS (<b>CCSS</b>)</p> <p>For sixth form please complete course and subject choice form on page 13.</p> <p><b>(Please indicate your order of preference or leave blank if none)</b></p>			
<b>Proposed date of entry*</b>				
<b>School year at entry*</b>				
Have you registered your child at any other school(s) and if so, which?				
<p><b>Scholarships</b></p> <p>We offer a range of scholarships to pupils at the Senior School, 6<sup>th</sup> Form College and CCSS. More information and application forms are available on our website: <a href="https://www.stephenperse.com/scholarships">https://www.stephenperse.com/scholarships</a></p> <p>To apply for a scholarship, please complete the relevant form(s) and return with this completed registration form.</p>				
I/We are applying for a scholarship for my/our child	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
<p><b>Finance assistance with School fees</b></p> <p>We offer means tested financial assistance for families of limited means, subject to availability and the admission requirements of the Foundation. <i>We are only able to offer financial assistance to UK residents.</i> Further information and an application form for financial assistance are available on our website: <a href="https://www.stephenperse.com/admissions/financial-assistance">https://www.stephenperse.com/admissions/financial-assistance</a></p>				
I / We are applying for means tested assistance with School fees	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

First signatory <sup>1</sup>				
<b>Title*</b> (e.g. Dr, Mr, Mrs, Ms)				
<b>Full name*</b>				
<b>Do you have legal parental responsibility?</b> *2	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
<b>Relationship to child*</b>				
<b>Contact telephone number*</b>	<b>Mobile</b>		<b>Home</b>	
<b>Email address*</b>				
<b>Address*</b> (if different to child's)				
<b>Occupation</b>				
<b>Employer's business name and address</b>				
Second signatory				
<b>Title*</b> (e.g. Dr, Mr, Mrs, Ms)				
<b>Full name*</b>				
<b>Do you have legal parental responsibility? *</b>	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
<b>Relationship to child*</b>				
<b>Contact telephone number*</b>	<b>Mobile</b>		<b>Home</b>	
<b>Email address*</b>				

<sup>1</sup> The first signatory will be registered as the first point of contact for all Foundation communications.

<sup>2</sup> Parental responsibility is defined by the Children Act 1989 - <http://www.legislation.gov.uk/ukpga/1989/41/section/3> - as "all the rights, duties, powers, responsibilities and authority which by law a parent of a child has in relation to the child and his property". It equates to legal responsibility for the student. If you have any doubts about whether you do or do not have parental responsibility for the student you may wish to seek legal advice.

<b>Address*</b> (if different to child's)	
<b>Occupation</b>	
<b>Employer's business name and address</b>	
<b>Other people with parental responsibility*</b>  Please provide the name(s) and current address(es) of any other person with parental responsibility (i.e. legal responsibility) for the above named child. This may be a legal guardian or step parent (but NOT an Education Guardian) and their consent to the child attending the Foundation will be required if an offer of a place is made.	
<b>Title</b>	
<b>Full name</b>	
<b>Address</b> (including postcode)	
<b>Relationship to child</b>	
<b>If someone other than the first and second signatories is to pay the School fees for your child please provide below their Title, Full Name, Address, Contact Email and Phone Number, and Relationship to your child.</b>	
<b>Connections with the Foundation</b>  Please mention here the names of any other members of the family attending the Foundation or registered for entry, or any other connection with the Foundation.	

<b>Please indicate how you first heard of the Foundation</b>							
Local reputation	<input type="checkbox"/>	Present school recommendation	<input type="checkbox"/>	Friends	<input type="checkbox"/>	Advertisement	<input type="checkbox"/>
Website	<input type="checkbox"/>	Other (please give details)					
<b>Please state the name and address of your child's present school</b> (with dates of attendance)							
<b>Name and address of school*</b>							
<b>Dates of attendance*</b>							
<b>Name and email address of Head*</b>							
<b>Please outline any of your child's artistic, dramatic, musical or sporting skills or experience</b> (if applicable)							
<b>Please give an outline of your child's other hobbies or interests</b> (if applicable)							

**Confidential Information\***

Please complete the attached Confidential Information Form, if applicable, in order to assist us with making any special arrangements which are required for Foundation visits and/or entrance assessments.

**Right to study in the United Kingdom**

**For non-British/non-EU/non-Swiss passport holders only**

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

Please note that we reserve the right to:

- a) request further information and sight of documentation in support of your declarations regarding immigration; and
- b) to share information with UK Visas and Immigration (**UKVI**) and the Home Office for the purposes of compliance with our responsibilities as a licenced sponsor.

The Foundation may be required to notify and / or supply information relating to your (i.e. the parents') and / or your child's right to enter, reside and / or study in the United Kingdom to UKVI and the Home Office (and to do so whether we sponsor your child or not).

I enclose a copy of my child's passport showing all personal identity details (including biometric details), leave stamps, or immigration status document including period of leave to remain (permission to stay) in the UK	<p>Click to Pick an Option</p> <p>yes      no</p>
I enclose a copy of any residence permit issued in the name of my child	<p>yes      no</p>
My child requires sponsorship from the Foundation in order to obtain a Tier 4 (child) student visa to study in the United Kingdom at the 6 <sup>th</sup> Form College or CCSS	<p>yes      no</p>

<b>Educational Agent</b>	
<p>If you have registered with an Educational Agent please give details of the agent or tick the No Agent box.</p> <p>No Agent <input type="checkbox"/></p>	
Agent Details:	

<b>Correspondence</b>				
<p>It is important we send correspondence to the correct address. Please tick the boxes to indicate the best contact address for us to send the following information. Please note the majority of the communication will be via email.</p>				
	Joining Instructions	Student Permissions	Reports	Invoice/Payee
Parental Contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UK Educational Guardian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Agent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Accommodation</b>	
*I/We confirm that the student will require boarding accommodation	Yes <input type="checkbox"/> No <input type="checkbox"/>

## Notes

Offers of places are subject to availability and the admission requirements of the Foundation at the time offers are made. A copy of the Foundation's Terms and Conditions will be supplied on request.

### How we will use the information provided in this form

This information will be used by the Foundation during the admissions process in order to manage and assess your application and your child's suitability for a place at the Foundation.

For example:

- a) we will contact your child's current or previous school to ask for a reference (if applicable), including asking for information about any special educational needs your child may have and whether any school fees are outstanding (if applicable);
- b) we may ask for information about other schools to which you are applying because they may hold their entrance exam on the same day as ours;
- c) we will contact other people with parental responsibility to check that they consent to your child joining the Foundation;
- d) the Confidential Information Form will be used to ensure that we have made any reasonable adjustments/suitable arrangements for your child when they visit the Foundation or during any entrance assessments and subsequently if they are offered a place;
- e) we may share your information with credit reference agencies. We may also need to share information with UKVI as explained above.

If your child is not offered a place, or if you do not accept the offer of a place, we will only retain this information for as long as we need to. Unless there are exceptional circumstances, information is kept for a year after the end of the admissions process.

For more information about how the Foundation will use your information, and your child's information, please see our pupil privacy notices and our parent privacy notice. These documents are published on the Foundation's website:

<https://www.stephenperse.com/page/?title=Privacy+notices&pid=1212>. If your child is aged 12 years or older please show him / her a copy of the pupil privacy notice and discuss it with him / her.

## Declaration

1. I/We request that my / our child named above is registered as a prospective pupil.
2. A copy of my / our child's passport showing all personal identity details (including biometric details, leave stamps, or immigration status document including period of leave to remain (permission to stay) in the UK is enclosed (for a child who does not hold a British passport or who is a citizen outside the EEA or Switzerland).
3. I/We have paid by bank transfer the non-refundable Registration Fee of £100 / £300 to the Foundation on \_\_\_\_\_ (date of transfer) with my CHILD'S NAME as reference, before returning this completed Registration Form duly signed by me / us<sup>3</sup>.
4. I/We have included a copy of the bank transfer payment confirmation with this application.

<sup>3</sup> The Registration Fee reflects the costs incurred by the Foundation in administering the admissions process before the offer of a place is made and is non-refundable irrespective of whether or not the registered student actually attends the entrance tests.



Standard registration fee (for all schools and applicants, except for those who require a Tier 4 student visa)	£100 <input type="checkbox"/>
Tier 4 visa registration fee, applies to Sixth Form (SFC and CCSS) applicants only	£300 <input type="checkbox"/>

### Payment

Please use your CHILD'S NAME as the reference. The Foundation's bank details are as follows:

Account name: The Stephen Perse Foundation  
 Bank: Lloyds Bank plc  
 Bank account number: 34647068  
 Sort Code: 30-13-55  
 IBAN Code: GB24 LOYD 3013 5534 647068  
 Swift Code: LOYD GB 21

### Signatories

	First signatory	Second signatory
<b>Signature*</b> (if completing this form digitally, please type full name as an equivalent to a written signature)		
<b>Name in full*</b> (this refers to the signatory, not the child - please include all names)		
<b>Date of birth</b> (this refers to the signatory, not the child - optional)		
<b>Relationship to child*</b>		
<b>Date*</b>		

### Confidential Information Form

All information received in this form will be treated in confidence.

<b>Child's full name</b>	
<b>Name of first signatory</b> (as appears on the registration form)	
<b>Name of second signatory</b> (as appears on the registration form)	

Please disclose any medical condition, health problem or allergy affecting your child.

If applicable to your child, it will also help us plan for their arrival, if you can let us know of any:-

- learning difficulty
- special educational need
- disability
- behavioural, emotional and / or social difficulty.

The information provided in this form will enable the Foundation to consider any adjustments that it may need to make to assist your child to partake in the Foundation's admissions procedure or when they enter the Foundation.

Please provide us with as much detail as possible in the space below. Where possible, please provide any relevant documentation such as medical reports, assessments etc.

Prior to the commencement of the admissions process, we will contact you about any special arrangements your child may require.

The information requested on this form is needed because the Foundation has contractual and statutory duties towards your child. For more information about how the Foundation will use your information, and your child's information, please see our pupil privacy notices and our parent privacy notice. These documents are provided with the letter of offer and published on the Foundation's website:

<https://www.stephenperse.com/page/?title=Privacy+notices&pid=1212>.

**Confidential Information Form (please enter any relevant information here):**

## Stephen Perse Foundation Sixth Form

Complete this page **ONLY** if you are applying to the Stephen Perse Sixth Form (College or CCSS)

### Course choices

- |                                    |                          |
|------------------------------------|--------------------------|
| International Baccalaureate (IB)   | <input type="checkbox"/> |
| A-level                            | <input type="checkbox"/> |
| 1 year GCSE                        | <input type="checkbox"/> |
| Pre-programme                      | <input type="checkbox"/> |
| International Foundation Programme | <input type="checkbox"/> |

### Subject choices

Please select the subjects you wish to study in the Sixth Form.

#### IB Diploma Programme

Please select your choice of **three subjects** for Higher Level (H) and **three subjects** for Standard Level (S) courses, one from each group 1-5, and the sixth subject from either group 6 or groups 2, 3 or 4. Ab Italian (Ab) may be selected as an alternative Standard level language.

For further details of the IB qualification and the combinations of subjects which are possible, please consult our online course descriptions at [www.stephenperse.com/ibcourses](http://www.stephenperse.com/ibcourses) or contact the Admissions Office.

Group 1: Studies in Literature and Language	Group 2: Language Acquisition	Group 3: Individuals and Societies
English Literature    H <input type="checkbox"/> S <input type="checkbox"/>	French                    H <input type="checkbox"/> S <input type="checkbox"/>	Economics            H <input type="checkbox"/> S <input type="checkbox"/>
	German                  H <input type="checkbox"/> S <input type="checkbox"/>	Geography            H <input type="checkbox"/> S <input type="checkbox"/>
	Latin                     H <input type="checkbox"/> S <input type="checkbox"/>	History                H <input type="checkbox"/> S <input type="checkbox"/>
	Russian                  H <input type="checkbox"/> S <input type="checkbox"/>	Philosophy            H <input type="checkbox"/> S <input type="checkbox"/>
	Spanish                  H <input type="checkbox"/> S <input type="checkbox"/>	Psychology            H <input type="checkbox"/> S <input type="checkbox"/>
	Ancient Greek          H <input type="checkbox"/> S <input type="checkbox"/>	Global Politics                           S <input type="checkbox"/>
	Italian                    Ab <input type="checkbox"/>	
	Mandarin Chinese *    Ab <input type="checkbox"/> S <input type="checkbox"/>	
	S <input type="checkbox"/>	

Group 4: Sciences	Group 5: Mathematics	Group 6: The Arts
Biology                  H <input type="checkbox"/> S <input type="checkbox"/>	Maths: Analysis and                    H <input type="checkbox"/>	Music                    H <input type="checkbox"/> S <input type="checkbox"/>
Chemistry                H <input type="checkbox"/> S <input type="checkbox"/>	Approaches                                S <input type="checkbox"/>	Visual Arts             H <input type="checkbox"/> S <input type="checkbox"/>
Env System & Socs                          S <input type="checkbox"/>	Maths: Applications and                H <input type="checkbox"/>	Theatre                                        S <input type="checkbox"/>
Physics                    H <input type="checkbox"/> S <input type="checkbox"/>	Interpretation                                S <input type="checkbox"/>	

*\*Available for students who haven't done a qualification in Chinese before, such as a GCSE or equivalent. There is a requirement that the student has and A\* in a modern language at GCSE to take this course.*

## A Level

Please select your choice of **four subjects** that you wish to be considered for from the list below:

(Further Mathematics can be taken as a fifth subject)

Art & Design	<input type="checkbox"/>	Drama & Theatre Studies	<input type="checkbox"/>	Greek *	<input type="checkbox"/>	Physics	<input type="checkbox"/>
Biology	<input type="checkbox"/>	Economics	<input type="checkbox"/>	History	<input type="checkbox"/>	Psychology *	<input type="checkbox"/>
Chemistry	<input type="checkbox"/>	English Literature	<input type="checkbox"/>	Latin *	<input type="checkbox"/>	Religious Studies Philosophy of Religion and Religious Ethics)	<input type="checkbox"/>
Business **	<input type="checkbox"/>	French	<input type="checkbox"/>	Mandarin Chinese (Pre-U)*	<input type="checkbox"/>	Russian *	<input type="checkbox"/>
Classical Civilization *	<input type="checkbox"/>	Geography	<input type="checkbox"/>	Mathematics	<input type="checkbox"/>	Spanish	<input type="checkbox"/>
Computer Science	<input type="checkbox"/>	German *	<input type="checkbox"/>	Further Mathematics	<input type="checkbox"/>	Sociology **	<input type="checkbox"/>
Design & Technology	<input type="checkbox"/>	Government & Politics **	<input type="checkbox"/>	Music (Pre-U)*	<input type="checkbox"/>		<input type="checkbox"/>

\* SPF only

\*\*CCSS only

## IGCSE

### IGCSE Subject Blocks for Sep 2019

#### Compulsory subjects

Students must take English, Mathematics and Sciences (Dual Award)

#### Optional subjects

Students can then choose up to three additional subjects - to be discussed during interview.

<b>Compulsory</b>	English * <small>*Please note that unless otherwise agreed, non-native English speakers will sit an IELTS examination at the end the academic year.</small>
<b>Compulsory</b>	Mathematics Free Standing Mathematics Qualification (FSMQ)
<b>Compulsory</b>	Science (Dual award)
<b>Option 1</b>	Art & Design <input type="checkbox"/> Geography <input type="checkbox"/>
<b>Option 2</b>	Art & Design <input type="checkbox"/> History <input type="checkbox"/> French
<b>Option 3</b>	Business Studies <input type="checkbox"/>

Please note that courses are subject to student demand and staff availability.

**The Stephen Perse Foundation: a Company Limited by Guarantee**  
 Registered in England and Wales, Company Number: 06113565  
 Registered Office: The Stephen Perse Foundation, Union Road, Cambridge, Cambridgeshire, CB2 1HF  
 Registered Charity Number: 1120608