

## APPLICATION FOR ENTRANCE

Please complete one application per child. Please complete both sides of the Application Form and print clearly.

The School's admissions procedure is published on the School's website. A copy of the School's admissions policy, which is subject to revision and amendment from time to time, can be obtained on request from the Admissions Secretary.

I/We:

1. hereby make application that my/our (insert relationship and name) \_\_\_\_\_  
may be admitted in to St Columba's School as a Pupil;
2. accept that this application is subject to the School's admissions policy current as at the date of receipt of this application by the School as such policy is from time to time revised or amended;
3. enclose £10 registration fee which is non-returnable;
4. recognise that there is no obligation on the School to offer a place at the School for the Pupil or to accept the Pupil as a pupil of the School;
5. authorise the Pupil's current school to (a) confirm to the School whether all fees in respect of the Pupil have been paid to that current school and (b) disclose to the School information on the Pupil (e.g. academic report and pupil profile), and authorise the School to disclose this application and authorisation to that current school; and
6. undertake, on receipt of Fee Notice, to pay all fees in accordance with the payment policies of the School, and in the event of the Pupil's removal from the School to give notice of this in writing to the Rector/Head of Junior School not later than the first week of the Term at the end of which the Pupil is to be withdrawn, and failing such notice I/we shall be liable for the full term's fees. It is understood that this applies to all terms.

If the School offers a place at the School for the Pupil, then the offer shall be deemed to have been declined and refused if it is not accepted by me/us within the time stipulated on the offer.

Signature(s) of Parent(s)/Guardian \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

If you wish to apply for a means-tested bursary, please request details from the School Office.

Data Protection – the information provided via this form will be stored in our central admissions/pupil records database. In returning this form, you are giving your permission for the information to be stored in this way and for it to be accessed and shared by personnel authorised to undertake official school business. The information will be held securely and processed in strict accordance with the provisions of the Data Protection Act 1998.

Once completed, this form should be returned as follows:

Pupils applying for Nursery to Junior 6 -  
Head of Junior School  
St Columba's School  
Knockbuckle Road  
Kilmacolm PA13 4EQ

Pupils applying for Transitus to Senior VI -  
The Rector  
St Columba's School  
Duchal Road  
Kilmacolm PA13 4AU

## PERSONAL DETAILS

CHILD:

Please underline name by which child is known

Forename(s)	Surname		
Date of Birth	Gender		
Proposed date of entry	Year group on entry		
Present School and Year Group			
Head Teacher			
Address			
Postcode	Tel No.		
Previous Schools (if any) and year(s) of attendance			
Please give details of medical and/or other circumstances which might require special consideration.			
NAME	DATE OF BIRTH	PRESENT SCHOOL YEAR GROUP	APPLICATION FORM SUBMITTED Y/N
Brother/Sister			
Brother/Sister			
Brother/Sister			

MOTHER:	FATHER:
Title	
Forename(s)	
Surname	
Address	
Postcode	
Home Tel No.	
Work Tel No.	
Email	

Former Pupil	Y/N	YEAR LEFT
--------------	-----	-----------

Senior School  
 Duchal Road Kilmacolm PA13 4AU  
 T: 01505 872238  
 F: 01505 873995  
 E: secretary@st-columbas.org

Junior School  
 Knockbuckle Road Kilmacolm PA13 4EQ  
 T: 01505 872768  
 F: 01505 874642  
 E: juniorsecretary@st-columbas.org

