

# LOCKERS PARK

Lockers Park Lane • Hemel Hempstead • Hertfordshire • HPI ITL  
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## **Registration Form** [to be completed by parent or guardian]

PLEASE USE **BLOCK CAPITALS**

Surname of child

First names (in full)

Name generally used

Date of birth

Nationality

Do you require a visa? Yes  No

Registration for Day  Boarding

Proposed date of admission (term and year)

Parents' details

**Father**

**Mother**

	<b>Father</b>	<b>Mother</b>
Title	<input type="text"/>	<input type="text"/>
Name	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
Occupation	<input type="text"/>	<input type="text"/>
Nationality	<input type="text"/>	<input type="text"/>
Home tel	<input type="text"/>	<input type="text"/>
Work tel	<input type="text"/>	<input type="text"/>
Mobile	<input type="text"/>	<input type="text"/>
E-mail	<input type="text"/>	<input type="text"/>
Fax	<input type="text"/>	<input type="text"/>

Full name and address of Guardian, if applicable. (Please note that the appointment of a Guardian is compulsory if both parents are non-UK resident).

Guardian contact: Home tel  Work tel

Mobile  E-mail

Names of other members of the family attending the school or registered for entry, or any other connection with the school

Name and address of the present school   
 with date of entry

Name of Headteacher

Are there any circumstances relating to your child of which the school should be aware? Please tick as appropriate:

ADHD  Allergies  Aspergers Syndrome  Autism  Dyslexia

Dyspraxia  Hearing impairment  Visual impairment

Other

(Please enclose the most recent Education Psychologist's report, if you have one)

### Declaration

We request that the name of the above-named child be registered as a prospective pupil AND we enclose a cheque for the non-refundable Registration Fee of £100 (cheques to be made payable to Lockers Park School).

We understand that:

1. registration of our child as a prospective pupil does not secure our child a place at the School but does ensure that our child will be considered for selection as a pupil at the School;
2. the School may process personal data about our child, including sensitive personal data such as medical details, for the purpose of administering its list of prospective pupils and administering its selection procedures and we consent to the processing of our child's personal data (including sensitive personal data) for these purposes;
3. in the event that our child is offered a place at the School, such an offer will be subject to the School's terms and conditions for the provision of educational services, which will bind us in the event that we accept the place.

First signature

Second signature

Name in full

Name in full

Relationship to child

Relationship to child

Date

Date

A copy of the current edition of the standard terms and conditions is available on request.

*The following policies are available for parents to read in the school office or by emailing the school secretary:*

*Admissions; Anti-bullying & Cyber-bullying; Boarding; Curriculum; Child Protection (also on the school website); Discipline & Exclusions; Educational Visits; Physical Restraint; Rewards; SEN; and the School Complaints Procedure.*

### **CONDITIONS OF CONTRACT**

1. A non-returnable Registration Fee of £100 is payable when the Registration Form, which must be signed by both parents, is completed.
2. Upon receipt of written confirmation from the School that a place has been allocated, the parents shall:
  - a) pay a deposit of £500 and
  - b) become liable for the first term's fees, against which shall be credited the Deposit, such fees shall be paid not later than one month before the start of term.
3. Fees for subsequent terms shall be paid by the first day of the term for which they are due. In respect of fees not paid by the seventh day from the day they were due, interest will be charged. Failure to pay thereafter may result in exclusion of the boy from School.
4. Every effort is made to give due notice of any intended fee increase, but the Governors reserve the right to increase the fees without notice.
5. No remission of fees can be allowed by absence through illness, or any other cause, including a boy's dismissal for whatever reason. Parents are recommended to avail themselves of the School Fees Protection Scheme, particulars of which will be sent with joining instructions.
6. In the event of withdrawal of a boy, a full term's notice must be given in writing, or a term's fees paid in lieu of notice. A term's fee shall also become payable upon withdrawal of a boy after confirmation of allocation of place, but before the start of his intended first term.
7. The Headmaster may require the removal of a boy if, in his opinion and having consulted the Governors, it is in the interests of the boy or other boys or of the school that he should leave.
8. There shall be payable as part of the account for a boy's final term, a deposit to cover that term's probable extras, any balance of which will be refunded after the term is over. The amount of such deposit shall be calculated by the Headmaster at the time, in his absolute discretion.

Lockers Park School Trust Ltd Registered in England No 1090034  
Reg Office - Lockers Park School, Hemel Hempstead, Hertfordshire, HP1 1TL

Registered Charity Number: 311061