



ST MARY'S CALNE

# REGISTRATION FORM

Note: Early registration is recommended. Registration does not guarantee admission; please refer to the Admissions Policy for further information.

**Please answer all sections in full using block capitals.**

## Pupil's Details

Surname \_\_\_\_\_

First name(s) \_\_\_\_\_

Name known as (if different to above) \_\_\_\_\_

Date of Birth \_\_\_/\_\_\_/\_\_\_ Place of Birth \_\_\_\_\_

Religion \_\_\_\_\_ Nationality \_\_\_\_\_

Proposed year of entry \_\_\_\_\_

Proposed year group  11+ Year 7  12+ Year 8  13+ Year 9

14+ Year 10  Sixth Form

Please tick relevant box  Day  Boarding  Unsure

*Parents should note that transfers from day to boarding cannot be guaranteed and depend upon boarding places being available.*

Residential Address \_\_\_\_\_

\_\_\_\_\_

Name of Present School \_\_\_\_\_

Name of Head \_\_\_\_\_

Address \_\_\_\_\_

## For Overseas and Sixth Form Entry only

**The candidate** is asked to give a brief account of herself, **in her own handwriting**, mentioning interests and activities both in school and outside, and, for Sixth Form Entry, provide details of predicted GCSE examination grades (with mock results if available) and the subjects being considered for A Level.

**Overseas Entry:** Does your daughter require a visa to study in the UK?

Yes

No

## Parental Information

### Parent 1

Title \_\_\_\_\_ Surname \_\_\_\_\_

First Names \_\_\_\_\_

Residential Address (leave blank if same as pupil's) \_\_\_\_\_

Home telephone number \_\_\_\_\_

Mobile number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

Job Title \_\_\_\_\_

Company Name \_\_\_\_\_

### Parent 2

Title \_\_\_\_\_ Surname \_\_\_\_\_

First Names \_\_\_\_\_

Residential Address (leave blank if same as pupil's) \_\_\_\_\_

Home telephone number \_\_\_\_\_

Mobile number \_\_\_\_\_

Email \_\_\_\_\_

Occupation \_\_\_\_\_

Job Title \_\_\_\_\_

Company Name \_\_\_\_\_

Please state if either parent is not living or if separated/divorced \_\_\_\_\_

Please give the name and relationship to the candidate of any member of the family who has attended St Mary's Calne or is currently at the school \_\_\_\_\_

\_\_\_\_\_

### Others with parental responsibility

Please provide details of any other individual with parental responsibility for your daughter, eg step-parent. This does not include an educational guardian.

Title \_\_\_\_\_ Surname \_\_\_\_\_

First Names \_\_\_\_\_

Residential Address (leave blank if same as pupil's) \_\_\_\_\_

Home telephone number \_\_\_\_\_ Mobile number \_\_\_\_\_

Email \_\_\_\_\_ Relationship to pupil applying \_\_\_\_\_

Occupation \_\_\_\_\_ Job Title \_\_\_\_\_

Company Name \_\_\_\_\_

### Special Circumstances

Please provide us with details of any special circumstances relating to your child's health or special educational needs which may affect your child's performance in the admissions process and education at St Mary's Calne. We require this information to consider what reasonable adjustments, if any, can be made to accommodate your child.

### For parents using an Agent

Name of Agency \_\_\_\_\_

Agent's Title \_\_\_\_\_ Surname \_\_\_\_\_

First Names \_\_\_\_\_ Email \_\_\_\_\_

### Declaration

- I/we acknowledge that this Registration Form does not constitute the offer of a place at St Mary's Calne.
- No other person's signature is required to register my/our daughter.
- I/we give consent to St Mary's Calne to process personal data for the purpose of administering its prospective pupils and for the purposes of assessment.
- I/we will inform St Mary's Calne of any changes to the details provided in this form.

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Parent 1 Name \_\_\_\_\_ Parent 2 Name \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

## Checklist

Please enclose the following with your completed and signed Registration Form:

The Registration Fee

*The Registration Fee is £,250 and is non-refundable. St Margaret's pupils are exempt from the Registration Fee.*

Please indicate method of payment:

Payment by sterling cheque drawn on UK bank only and made payable to St Mary's School, Calne

Payment via Bank Transfer

*Please reference payment in the following format: 'Your daughter's name' Registration Fee*

Account Name: St Mary's School, Calne

Bank Name: HSBC

Branch: Chippenham

Address: 2 Market Place, Chippenham, Wiltshire, SN15 3HE

Account Number: 51480154

Sort Code: 40-17-17

IBAN GB20HBUK40171751480154

BIC No. HBUKGB4125U

*All payments must be made in pounds sterling and parents are advised to allow an additional sum to cover transfer charges, which will be levied at the transferring bank. To do this, please request that your bank pays all charges at source.*

**For Sixth Form entry:** the pupil's personal statement, details of predicted/mock GCSE examination grades and the subjects they are considered studying at A Level

**For Overseas pupils:** the pupil's personal statement

**Please send your completed form and the relevant documentation to:**

Admissions Office, St Mary's School, Curzon Street, Calne. Wiltshire SN11 0DF

**Admissions queries** should be addressed to the Admissions office: 01249 857206 or [admissions@stmaryscalne.org](mailto:admissions@stmaryscalne.org)

**Finance queries** should be addressed to the Bursary: 01249 857300 or [bursar@stmaryscalne.org](mailto:bursar@stmaryscalne.org)

**What happens next:**

- You will be sent an acknowledgement letter when the registration has been processed with details of assessments and entrance examinations.
- From now onwards we will send you relevant information and invitations to admissions events.