

**BARKER'S LANE COMMUNITY SCHOOL
DATA CHECK SHEET**



This sheet allows the school to keep the pupil contact details up to date. Please complete and return to the office. If any details change during the academic year, please inform the office immediately.

Pupil Name:		Date of Birth:	
Preferred Forename:		Legal Surname:	
Address:			
Post Code:		Home Telephone:	
Email:			

Please give details of **all** persons **including yourself** who have parental responsibility and anyone else you wish to be contacted in an emergency. Place them in the order that you wish for them to be contacted in an emergency and underline/highlight the main phone number for each contact. Use back of sheet if you require more space.

Priority	Name/Relationship	Home Address/Phone/Mobile/Fax	Work Address Phone/Email
Dietary Needs:			
Food allergies:			
Doctor:		Address:	Telephone:
Medical Condition(s)			
Ethnicity :		Home Language:	
National Identity:		Religion:	
Signature:		Date:	

GDPR: The school is registered under the Data Protection Act for holding personal data. The school has a duty to protect this information and to keep it up to date. The school is required to share some of the data with the Local Authority and with the DfES.