



To be completed by the School Office

Date Received:		Input on Arbor:		Admission Date:	
Year Group:		Tutor Group:		Previous School:	

Please complete using BLOCK capitals

Student Details

Legal Forename		Preferred Forename	
Middle Name(s)			
Legal Surname		Preferred Surname	
Sex (please circle)	Male/Female	Date of Birth	

Address

Post Code		House Name/Number	
Street			
Village/District		Town/County	

Family

Are there or have there been any siblings at Willink? If yes, please provide their name(s):	Yes/No (please circle)
If so, please give their name(s):	
Does your child currently receive free school meals?	Yes/No (please circle)
Is there a parent currently in the armed forces? If yes, please provide their name(s):	Yes/No (please circle)

We are required by law to keep a record of all students' parents, including natural parents/carers, all of whom are entitled to vote in elections for school governors etc., even if they do not have custody of the student.

Please complete below with parent/carer/other contact details, in order of preference, if we need to make contact in the event of an emergency or should your child become unwell during the school day and for school communication.

The majority of school communications are sent via a weekly email. Please provide your email address(es) for this purpose. A second email address is optional but must be a parent or carer.

First Contact

Title		Initial		Surname	
Relationship to Student				Parental Responsibility	Yes/No (please circle)
Address (if different to student)					
Mobile No		Home No		Work No	
Email Address					

Second Contact

Title		Initial		Surname	
Relationship to Student				Parental Responsibility	Yes/No (please circle)
Address (if different to student)					
Mobile No		Home No		Work No	
Email Address					

Third Contact (Optional)							
Title		Initial		Surname			
Relationship to Student					Parental Responsibility	Yes/No (please circle)	
Address (if different to student)							
Mobile No		Home No		Work No			
Email Address							

Previous School Details			
School Name			
School Address			
School Telephone Number			
Attendance	From (Month/Year)		To (Month/Year)

Medical		
Medical Practice		
Address		
Please provide details of any long-term medical condition or allergy. Please attach their treatment plan.		
I/We agree for qualified first aiders to administer first aid, including any prescribed medication brought into school by my child.		Yes/No (please circle)
I/We agree to supply prescribed long-term medication to be held by the school	Yes/No (please circle)	If Yes, please give details:

Safeguarding
The Willink School is committed to safeguarding and promoting the welfare of children. Any staff or volunteer appointment will be subject to a fully enhanced DBS Check.

Ethnic/Cultural					
Ethnicity (please tick)					
White – British		Indian		White Western European	
White – Irish		Pakistani		White Eastern European	
Chinese		White and Asian		White Other	
Gypsy		Any other Asian background		Turkish/Turkish Cypriot	
Gypsy/Roma		Black Caribbean		Greek/Greek Cypriot	
Other Gypsy/Roma		White and Black Caribbean		Italian	
Roma		White and Black African		Any other mixed background	
Traveller of Irish heritage		Other Black African		Other/refused, please specify	
Bangladeshi		Any other Black background			
Is English your child's first language?	Yes/No (please circle)	If No, please specify:			
Religion (please tick)					
Buddhist		Christian		Hindu	
Jewish		Muslim		Sikh	
Other religion		No religion		Refused	

Parental Consent

All students use school computer facilities, including internet access as an essential part of learning, as required by the National Curriculum. Both students and their parents/carers are asked to sign to confirm that the rules have been understood and agreed. We also ask for parents to confirm their consent for their child's photograph and name being used by the school.

Student Agreement

Student Name		Tutor Group (if known)	
☐	I have read and I understand the school ICT Acceptable Use Policy Agreement – Students.		
☐	I will use the computer, network, internet access and other new technologies in a responsible way at all times.		
☐	I understand that my network and internet access may be monitored.		
Signed		Date	

Parent/Carer Consent

☐	School Work and Photographs I/We agree that photographs/videos of my/our child and their work, along with their first name, may be used by the school in media channels highlighting achievements, sports results, school trips and promoting The Willink to the wider community. Any photos taken will be in line with the school's GDPR policy.		
☐	Internet Access I/We have read and understood the school's ' <i>ICT Acceptable Use Policy Agreement – Students</i> ' and give permission for my/our child to access the Internet. I/We understand that the school will take all reasonable precautions to ensure that students cannot access inappropriate materials. I/We understand that the school cannot be held responsible for the content of materials accessed through the Internet. I/We agree that the school is not liable for any damages arising from use of the Internet facilities.		
☐	Video Viewing I/We agree for my/our child to watch a PG film or classification above their age, if deemed suitable and relevant to the curriculum.		
Signed		Date	
Parent/Carer's Name			

The Willink School may exercise its right to monitor the use of the school's computer systems, including access to websites, the interception of e-mail and the deletion of inappropriate materials, in the interest of safeguarding students, or where it believes unauthorised use of the school's computer system may be taking place, or the system may be used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.

The Partnership Agreement for Willink ERA (Sixth Form, Years 12-13) 2026-27

		Student: I agree:	School: The school agrees:	Parent(s)/Carer: I/We agree:
Engage	ATTENDANCE AND PUNCTUALITY	Attend school (lessons, 11th lessons, Silent Study Periods, Tutor Time, Assemblies, and Key Skills periods) on time, unless I am ill or have a very good reason for absence. (School starts at 8.40am). Have no unauthorised absences. Notify the Sixth Form Team and my teachers in case of planned absence. Catch up with the work I have missed.	Monitor and encourage good attendance and punctuality. Inform you if your child is not in school.	Keep to my legal responsibility to ensure full and prompt attendance and to avoid holidays in school time. Notify unforeseen absence to the school.
	COMMUNICATION	Check my school email and Arbor at least once per day. Respond in a timely fashion, and appropriately, to email. Check other recommended documents (e.g. Engage bulletin) and sites regularly. Take home newsletters and other communications and give them to my parents. Attend appointments organised by the school.	Provide regular communication through Engage, Parent Digest and WeLink. Welcome and listen to parents' and students' views. Contact parents within 24 hours if they contact us.	Keep in touch with school, attend consultation evenings and let the school know of any concerns. Read the WeLink, Parent Digest and school emails for Sixth Form information.
	CAREERS ADVICE AND GUIDANCE	Take part in the Future Offer (designated Unifrog/UCAS/careers sessions), ensuring all associated deadlines are met.	Provide help and guidance for entry to further and higher education, as well as providing information on alternatives to further/higher education.	Read all material sent home by the school about future planning and the steps my child has to take. Encourage and support my child in their applications to further education or employment.
	ENRICHMENT	Take part in the Enrichment Offer including tutor time, assemblies, key skill periods and personal development activities.	Offer students an enrichment programme covering topics related to PSHE, life skills, digital skills, life after the Sixth Form and wellbeing.	Encourage my child to engage with Enrichment Offer.
	WHOLE SCHOOL	Act as ambassador to the Sixth Form for the school. Act as a role model for younger students.	Offer students opportunities to engage, be part of and lead activities involving the rest of the school.	Encourage my child to engage with the rest of the school.
Respect	BEHAVIOUR	Adhere to the school's Behaviour Policy and Sixth Form Code of Conduct: act in a manner which is courteous and a credit to the school, towards staff, fellow students and visitors, and which upholds the school's reputation in the community. Use appropriate language.	Publish a Behaviour Policy and Sixth Form Code of Conduct (displayed on the school website) to model, encourage and promote good behaviour and deal effectively with bad behaviour.	Support actively the school's Behaviour Policy and Sixth Form Code of Conduct.
	DESS CODE	Dress in accordance with the Sixth Form Dress Code. Always wear the Sixth Form ID lanyard.	Supply an up-to-date dress code that balances the standards of the school with the individuality of Sixth Form students. We reserve the right to send students home to change or issue a sanction if correct dress is not worn.	Provide suitable clothing and support the school's dress code policy.
	EQUIPMENT	Bring all equipment needed for each lesson.	Provide a list of classroom equipment and book(s) needed for each subject.	Provide the items needed by my son or daughter and support them in bringing the correct books and equipment to school
	SANCTIONS	Follow the Sixth Form Code of Conduct so that I do not incur any sanctions and I help to make the school a pleasant place for all.	Notify parents if students have afterschool detentions via Arbor. We may detain a student during the day without prior notice.	Support the school and encourage good behaviour.
	PROPERTY	Look after my own and other people's possessions and treat school property with respect. Always tidy up and put rubbish in bins provided. Show the maturity needed to use the unsupervised	Provide a Sixth Form environment that is equipped for effective learning and study plus downtime and non-lesson activities. Operate a lost property scheme.	Disallow the bringing of dangerous or expensive items into school. Parents will be asked to pay for items of school property damaged by their son or daughter.

		spaces available to Sixth Form. Come and speak to the Sixth Form office if I happen to damage any part of the unsupervised spaces.		
	EQUAL OPPORTUNITIES AND BULLYING	Treat others with respect and not bully other students or condone bullying by others. Fully respect other people's rights.	Promote equal opportunities regardless of race, gender, intellect, physique, religion or other beliefs and take action to prevent and stop bullying.	Encourage my child to treat others with respect and to support the school's Anti-bullying Policy.
Achieve	CLASS WORK	Work hard and do my best in class (lessons, 11th lessons, Silent Study Periods, tutor times, assemblies, Read to Achieve periods and key skills periods). Be aware of my targets and work towards them in all subjects.	Provide details of courses and modules for the student's information. Help you to set and achieve your own individual educational goals and provide regular reports to parents.	Encourage and help my son or daughter with their studies.
	FURTHER STUDY WORK	Make effective use of further study time. Complete my further study work and hand it in on time. Follow-up on all advice given by teachers.	Set homework regularly and mark it as quickly as possible, in a way that provides support for future progress.	Provide my son or daughter with somewhere to do schoolwork. Check Arbor and encourage them to do the work well.
☐	I (student) consent to the use of my name, date of birth and other relevant personal data for the purposes of obtaining references and requests for examination results, as required.			
☐	I/We (parent) agree to my/our child's admission to The Willink School on the terms of the Home School Partnership Agreement.			
Parent/carers signature				Date
Student signature				Date
Tutor signature				Date