

MANOR HILL GREEK SCHOOL

Operation Address: The Totteridge Academy
Barnet Lane, Totteridge, London N20 8AZ
Correspondence Address:
Cranbrook, Marsh Lane, London, NW7 4NT
Tel: 020 8368 1754 Fax: 020 8959 6620
e-Mail: info@manorhill.org
Website: www.manorhill.org



ENROLMENT FORM

PUPIL'S DETAILS	
Surname:	Date of Birth:
First Name:	Gender:

SPECIAL NEEDS/MEDICAL INFORMATION

FAMILY DETAILS	
Father's Name:	Father's Occupation:
Mother's Name:	Mother's Occupation:

CONTACT NUMBERS	OTHER EMERGENCY CONTACTS
Home Tel:	Name 1:
Mother's Mobile :	Relationship:
Mother's Email:	Home Tel:
Father's Mobile:	Mobile No:
Father's Email:	Name 2:
	Relationship:
	Home Tel:
	Mobile No:

HOME ADDRESS	CORRESPONDENCE ADDRESS (IF DIFFERENT)
Postal Code:	Postal Code:

I hereby declare that I will be responsible for the payment of the school fees and all other expenses at the due dates and to abide by the School's rules and regulations from time to time in force.

PARENT/GUARDIAN SIGNATURE:
DATE:

FOR OFFICIAL USE ONLY

REGISTER NUMBER	FAMILY REF
CLASS	NAME OF TEACHER

HEADTEACHER

Special Terms & Conditions of Registration

In addition to the standard Rules and Conditions that apply to all members of the school (members are defined as students and parent(s) or legal guardian(s) and teaching staff) there are a number of additional safety rules that have to be adhered to and permissions obtained in order that the interest of all parties is safeguarded, especially the safety of the children of the school.

1. PHOTOGRAPHY AND VIDEO

The school publishes photographs of the children in school brochures, on the school website and magazines for the purpose of marketing the school, its functions and the academic standards achieved.

Being a family orientated school, parents are allowed to take photographs and videos of school concerts and plays etc. for their own use. The School may also employ the use of a professional photographer in the pursuit of further marketing material. In order to use images of your child(ren) we need your written permission by you endorsing the following statement with your signature(s):

I/We as parent(s) guardian(s) of our Child(ren) that are registered students of the school hereby give The Independent Greek Educational Institute of Barnet (Manor Hill Greek School) permission to use any still and/or moving image being video footage, photographs and /or frames and/or audio footage depicting my/our children taken on behalf of the Independent Greek Educational Institute of Barnet (Manor Hill Greek School) at any of the events, functions or on the school premises for any of the following uses: Advertisements, marketing leaflets and brochures or any other use such as for training, educational or publicity purposes.

We shall protect students and follow guidelines by not publishing photographs etc. with full names and addresses of the students attached.

Signed:

Name:

Date:

Signing this statement grants us the authority as described above.

IF YOU DO NOT AGREE DO NOT SIGN, but, without your agreement your child cannot appear in any function or event where photography, video etc may take place.

2. HEALTH AND MEDICATION

Parents or Guardians are to ensure that a list of all allergies, medical conditions and medication with instructions are supplied to the school. As the school operates for only two hours on Wednesday and three hours on Saturday it is essential that parents co-ordinate the timing of medication to ensure that the child is adequately provided for. If this is not feasible clear instructions must be given to the headmaster.

Signed:

Name:

Date:

3. MOBILE PHONES/VALUABLES

Please note that no mobile phones or valuables to be brought into the school.

In an emergency the headmaster or a member of the school committee will always be able to help out.

The use of mobile phones distracts the children from their education.

With regard to valuables, the school cannot be held responsible if they are lost.