



BEECHWOOD SCHOOL

Please return this form to:

The Registrar, Beechwood School,
12 Pembury Road, Tunbridge Wells, Kent TN2 3QD

REGISTRATION FOR ADMISSION

Pupil's surname

First name

Other names

Pupil's address

.....

.....

..... Postcode

Nationality of pupil

Religion

Language spoken at home

Date of birth

Gender

Date of entry

Year group

☐ Day

☐ Boarding

☐ Weekly Boarding

☐ Elite Football

ATTACH
PHOTO
HERE

PRESENT SCHOOL

Name & address of present school

.....

.....

.....

Dates attended

Headteacher's name

Telephone

Email

PARENT DETAILS

PARENT 1

Title Surname

First name

Address

.....

.....

..... Postcode

Home telephone

Work telephone

Mobile

Email

Occupation

Marital status (please specify)

PARENT 2

Title Surname

First name

Address

.....

.....

..... Postcode

Home telephone

Work telephone

Mobile

Email

Occupation

Marital status (please specify)



OTHER RESPONSIBLE ADULT

Title Surname Home telephone

First name Work telephone

Address Mobile

..... Email

..... Occupation

..... Postcode Relationship to pupil

IMPORTANT CONTACTS

To which person should the school fees invoice be sent?

Name

Address (if different from overleaf)

..... Postcode

Email (if different from overleaf)

To which person should the pupil's school reports be sent?

Name

Address (if different from overleaf)

..... Postcode

Email (if different from overleaf)

PUPILS FROM OVERSEAS

Students whose first language is not English

For how many years has the pupil studied English?

Has your child attended a school with classes taught in English?

☐ Yes ☐ No

Passport details

Passport number

Place of issue

Date of issue Expiry date

Guardian details

Parents who live or work outside the UK will need to appoint a Guardian who will act on their behalf in case of emergency. Guardians will also be responsible for the care of the student during the Half Term holidays. If you require assistance in finding a Guardian, please contact the Registrar.

Title Surname Home telephone

First name Work telephone

Address Mobile

..... Email

..... Occupation

..... Postcode Relationship to pupil



BACKGROUND INFORMATION

Medical information

Any relevant information
re. allergies, health or special
dietary requirements

Learning development and special needs information

Does the pupil suffer from dyslexia/
dyspraxia or receive any extra
support at their present school?

☐ Yes

☐ No

If yes, please give details

Has the pupil been assessed
by an educational psychiatrist,
paediatrician or other professional?

☐ Yes

☐ No

If yes, please give details

Has the pupil been assessed as
needing reasonable adjustments or
special consideration in examinations?

☐ Yes

☐ No

If yes, please give details

**Has the pupil been
involved in any behaviour
or disciplinary issues at their
current or previous schools?**

☐ Yes

☐ No

If yes, please give details

**Has the pupil been subject
to any safeguarding issues or
concerns at their current or
previous schools?**

☐ Yes

☐ No

If yes, please give details

**Interests, hobbies
and achievements**

**Please indicate if the pupil has
studied any languages other
than English (and their native
language) and if so, for how long.**

**Please indicate how
you heard about
Beechwood School**

☐ Family/friend

☐ Local knowledge

☐ Staff member

☐ Current school

☐ Internet search

☐ Other

☐ Agent

☐ Sibling



TERMS & CONDITIONS OF ENTRY

To accept a place

A deposit is required to confirm acceptance of a place at Beechwood School. In addition to this, an Acceptance Form will need to be completed and returned to the Registrar.

Deposits

Boarder - Overseas	£1,500
Boarder - UK	£1,000
Day Pupil	£1,000
Preparatory Pupil	£500
Nursery Pupil	£500

Guardianship

All overseas residents must appoint a Guardian for the pupil who must reside permanently in the United Kingdom. The Guardian will look after the pupil during school holidays and at other times when necessary.

Payment of fees

Fees are billed termly and are payable on the first day of term. The School has arranged with School Fee Plan (SFP) for fee payers to be able to pay by 10 monthly instalments (first payment due in August of the relevant year). There is no additional cost to the fee payer in using this facility. Details of the scheme are available by following the link on the School's website, or from the School's Accounts Office.

It should be pointed out that the agreement with SFP is a legal agreement governed by the Consumer Credit Act.

The SFP scheme is not available for overseas residents.

This document should be read in conjunction with the Acceptance Form.
The School's Admission Policy and Beechwood Code of Conduct can be found at www.beechwood.org.uk

SIGNATURES

BOTH PARENTS MUST SIGN THIS REGISTRATION FORM

Signature of Parent 1

Signature of Parent 2

Date

Date

Please return this form WITH THE REGISTRATION FEE of £100 and a copy of the pupil's latest school report (where appropriate) to: The Registrar, Beechwood School, 12 Pembury Road, Tunbridge Wells, Kent TN2 3QD

If you choose to accept a place offered at the School, then the Acceptance Form should be returned to the Registrar at the above address or via email at registrar@beechwood.org.uk

Payment

Cheques should be made payable to Beechwood School Limited. Details for bank transfers are given below. When making a bank transfer, please ensure that the pupil's full name is entered in the reference box.

Beechwood School Limited	Barclays Bank PLC
	Sort Code: 20-40-89
	Account Number: 73176630
	IBAN: GB70 BARC 2040897316630
	SWIFT: BARCGB22