



IPSWICH SCHOOL

Registration Agreement

Date Last Reviewed by Senior Management Team	01/2026
Date Last Reviewed by Governors	12/2025
Next Review	12/2026



Registration Agreement Form

By completing this Registration Form **we understand, accept and agree** that:

1. our application does not secure our child a place at the School but does ensure that our child will be considered for selection as a pupil at the School;
2. if our child is offered a place at the School, such an offer will be subject to the School's terms and conditions for the provision of services;
3. all holders of parental responsibility for the child are aware that the registration form has been submitted and no one else holds parental responsibility for the child and there are no court orders in place in respect of our child;
4. our child has the right to enter, live and study in the United Kingdom and, if applicable, we have made appropriate arrangements for our child's visa application, travel, reception, living and care in the UK. If we require the School to sponsor our child and issue a Certificate of Acceptance of Studies (CAS) to our child so that they may apply for relevant permission to enter or stay in the UK as a student, we have requested this in this Registration Form.;
4. if applicable, the School may request from our child's present school or educational institution: (a) information and a confidential reference in respect of our child; and/or (b) information about any outstanding fees and/or charges;
5. the information provided in this Registration Form is true, accurate, complete and not misleading. We will notify the School if there are any changes to the information provided to the School or our and/or our child's circumstances; and
6. the School may: (i) undertake a credit check with a credit reference agency; (ii) require us to provide the School's Director of Finance & Operations with a bank reference and/or an up-to-date credit report (including a credit score); (iii) ask us to demonstrate our ability to meet the School's fees and charges and the legitimate source of funds we will use to pay those fees and charges; (iv) provide evidence of our identities and our child's identity; and/or (v) provide evidence that we are not subject to, or within the purview of, any national or international financial, economic, trade, travel or other similar sanctions imposed by any competent authority .

How we may use personal information

The School may process personal data about you (or either of you) and your child, including sensitive personal data about your child (such as medical details) in accordance with data protection law for the purposes of:

- (i) administering its list of prospective pupils;
- (ii) its registration, selection and/or admission procedures, including as set out above; and
- (iii) communicating with the parents of prospective pupils about the School and generally managing relationships between the School and its prospective pupils.

Even if your child is not offered a place at the School, we retain information about prospective pupils and their parents for until the child is no longer of school age. Please let the School know if you have any questions or concerns about this. Further information about how the School processes personal data is set out in the School's **Privacy Notice**, which is on the School's website and is otherwise available from the School at any time upon request.