



Montgomery Education Centre

Community Education

All Hallows Rd., Bispham, Blackpool. FY2 0AZ
Tel: 01253 501600 **Fax: 01253 352305**
E-mail: admin@montgomery.blackpool.sch.uk
Web: www.montgomeryschool.co.uk



ENROLMENT FORM

To reserve a place on any course.

Complete this form and return it with payment to the above address alternatively telephone and secure a place using your debit or credit card for payment.

| | | |
|--|----------------------|----------------------------------|
| <u>TITLE</u> | <u>FIRST NAME(S)</u> | <u>SURNAME</u> |
| <u>ADDRESS</u> | | <u>DATE OF BIRTH</u> DD/MM/YY |
| | | <u>TELEPHONE</u> |
| | | <u>DAYTIME CONTACT NUMBER</u> |
| <u>POST CODE</u> | | |
| Occasionally it may be necessary for us to postpone a class due to tutor illness or conditions beyond our control. In this case we will attempt to contact you. Please indicate a daytime contact number, which we can use for this purpose. These details will all be kept in the strictest confidence. | | |

| | |
|--|---|
| <u>TITLE OF COURSE</u> | <u>STARTING DATE OF COURSE</u> |
| <p>Do you consider yourself to have a physical disability? Yes No</p> <p>Do you consider yourself to have a visual impairment? <input type="checkbox"/> <input type="checkbox"/></p> <p>Do you consider yourself to have a hearing impairment? <input type="checkbox"/> <input type="checkbox"/></p> <p>Do you consider yourself to have any difficulties with learning? <input type="checkbox"/> <input type="checkbox"/></p> <p>If you have identified your need of support but have declined help. Please tick here. <input type="checkbox"/></p> <p>If you wish, we can help by making appropriate, supportive arrangements. Please tick <input type="checkbox"/> if you wish someone to contact you with a view to us providing additional support.</p> | |
| What is your ethnic group? | <input type="checkbox"/> White <input type="checkbox"/> Indian <input type="checkbox"/> Black-Caribbean <input type="checkbox"/> Black-African <input type="checkbox"/> Irish <input type="checkbox"/> Pakistani <input type="checkbox"/> Chinese <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Black other (specify) <input type="checkbox"/> Other (specify) |
| <u>AMOUNT PAID</u> | <u>CASH</u> <input type="checkbox"/> <u>DEBIT CARD</u> <input type="checkbox"/> <u>CREDIT CARD</u> <input type="checkbox"/> <u>CHEQUE</u> <input type="checkbox"/> |

Cheques should be made payable to Montgomery High School.
Debit and Credit card payments may be made over the telephone prior to the first night.
Payments should be made five days before the first night of the course.
Should a course not run then any payment made will be returned immediately, in full.

P.T.O and read the information on Data Protection before signing

Signature _____ **Date** _____

| | | |
|----------------------|----------------------------|------------------|
| Reduced Price seen: | For office use only | Receipt Number:- |
| On any other courses | | |
| Special Notes: | | |

Children

Please note children must be accompanied at family learning classes by an adult who will be responsible for the child(ren) whilst attending classes

Photographs may be taken during classes and used for advertising purposes.

Data Protection Statement 2003/2004

‘Data Protection Act 1998’ – The information you provide on this form will be passed to the Learning and Skills Council (LSC). The LSC is responsible for funding and planning education for young people and adults in England, and is registered under the data protection act 1998. The information you provide will be shared with other organisations for the purpose of administration, careers and other guidance, and statistical and research purposes. Other organisations with which we will share information include, the department for Education and Skills, Connexions, Higher Education Statistics Agency, Higher Education Funding Council for England, Educational Institutions and organisations performing research and statistical work on behalf of the LSC or its partners. The LSC is also a co-financing organisation and uses European Social Funds from the European Union to directly or indirectly part-finance learning activities, helping develop employment by promoting employability, business spirit and opportunities, and investing in human resources. Further information about partner organisations and what they do, may be found at www.lsc.gov.uk and by following the links to data protection.

At no time will your personal information be passed to organisations for marketing or sales purposes. From time to time students are approached to take part in surveys by mail and phone, which are aimed at enabling the LSC and its partners to monitor performance, improve quality and plan future provision.

Tick this box if you do not wish to be contacted by the LSC or its partners in respect of surveys and research. The LSC values your views on the education or training that you receive, and will use these help bring about improvements for learners in England.

The LSC or its partners may wish to contact you from time to time about courses or learning opportunities relevant to you. Please tick here if you do not wish to be contacted about courses or learning opportunities by post. Further information on partner organisations and data protection issues can be found on the LSC website www.lsc.gov.uk

Please tick the box if you do not wish to be filmed or photographed for the purpose of being published in printed and moving publications or being named in productions or articles.

In accordance with the Data Protection Act 1998, publication of personal images on the Internet, or in newsletters, brochures or similar publications that can be viewed by the public must have consent from the person concerned, or in the case of a child, consent from the parent or legal guardian.