



## Things You Need to Know and Do: 2026-2027

### Admission Requirements

Once a place has been allocated to you, you will need to complete a Beaconside admission form. If you have not done this already, the form can be found below. A copy will also be sent via email. This **MUST** be completed before your child starts with us. Please return the form via email: [office@beaconside.worcs.sch.uk](mailto:office@beaconside.worcs.sch.uk) asap.

Nursery parents/carers – you completed the Nursery version when you applied for a place. If any of your details have changed, please complete a new form.

If you have any difficulties accessing any of these documents, please let us know asap.

### Essential to complete before start date (July at latest):

Document Name	Document Link
Beaconside Admission Form	<a href="#">Beaconside Primary Admission Form</a>
Nursery Admission Form	<a href="#">Nursery Admission Form</a>

You will also have to verify yours and your child's identity by bringing the **original** version of the following to the school office before school ends in July:

- child's birth certificate
- legal documents if there has been a name change (child or parent)
- confirmation of home address as stated on the application form (council tax bill, utility bill bank statement etc)

The Office Manager will attend the parent information session to take copies of these if you can't attend the office at any other time.



## Things You Need to Know and Do: 2026-2027

Links to forms that need completing (July at latest):

Document Name	Content	Form Link
ICT Acceptable Use Agreement	Permission for pupils to use ICT equipment in school.	<a href="https://forms.gle/d3qeaK8QhxtC6hSb6">https://forms.gle/d3qeaK8QhxtC6hSb6</a>
Consent Form - Local Area Educational Activities	Permission for local area educational visits.	<a href="https://forms.gle/kxoKbNpXP3LQFFeYA">https://forms.gle/kxoKbNpXP3LQFFeYA</a>

Further essential Information – copies are also on the school website and will be emailed to you as attachments:

Document Name	Content	Document Link
School Prospectus	Everything you need to know about Beaconside, including term dates, school day timings, school uniform, lunchtime arrangements – a MUST read!	<a href="#">2026-2027 School Prospectus</a>
Is Your Child Ready for Nursery?	Guidance on ensuring your child is ready for Nursery	<a href="#">Is Your Child Ready for Nursery?</a>
Is Your Child Ready for Reception?	Guidance on ensuring your child is ready for Reception	<a href="#">Is Your Child Ready for Reception?</a>

Information Required	Purpose	Collection Method
Personal Data and Images Consent	Permission for us to contact you, share information and use photographs and videos of your child.	Arbor Parent Portal or Parent App (see separate letter) <a href="https://www.beaconside.co.uk/attachments/download.asp?file=893&amp;type=pdf">https://www.beaconside.co.uk/attachments/download.asp?file=893&amp;type=pdf</a>



## Things You Need to Know and Do: 2026-2027

### Checklist

#### Have you..?

Action	Tick
Completed the admission form and returned to the school office	
Brought your identity check documents to the school office	
Completed the two on-line Google consent forms	
Registered with Arbor Parent Portal & downloaded the app	
Responded to consent for data sharing and use of images – Arbor Parent Portal & App	
Read the school prospectus	
Read the 'Is Your Child ready...' documents (Nursery and Reception only)	
Attended the parent information session (Nursery and Reception only)	
Made a note of the transition sessions (Nursery and Reception only)	

Don't forget that the school website has lots of important information and copies of many of the documents referred to above.