

1. Student details

Family name

First names

Date of birth (dd/mm/yy):

Male

Female

Country of birth

Current citizenship

Home address

Own language

Current level of English

Passport number

Passport expiry date

2. Parent/guardian details

Parent/guardian 1 name:

Parent/guardian 2 name:

Parent/guardian 1 email address:

Parent/guardian 2 email address:

Parent/guardian 1 phone number:

Parent/guardian 2 phone number:

Parent/guardian 1 native language:

Parent/guardian 2 native language:

Parent/guardian 1 level of English:

Parent/guardian 2 level of English:

3. Emergency contact details

Please note: at least one emergency contact should be someone other than a parent/guardian.

Name of emergency contact 1:

Name of emergency contact 2:

Emergency contact 1 phone number:

Emergency contact 2 phone number:

Emergency contact 1 email address:

Emergency contact 2 email address:

Native language:

Relationship to student:

Native language:

Relationship to student:

4. Health and medical information

Please provide details of any disabilities, behavioural or special educational needs (e.g. limited mobility, dyslexia, asthma, attention deficit or hyperactivity disorder)

Please provide details of any special requirements regarding health, diet or religion (e.g. medication, vegetarian, allergies to food and/or drugs).

4. Health and medical information (continued)

Please provide details of any on-going illness or medical condition and its treatment (including medication)

Please tell us if there are any emotional or family issues which have the potential to affect the student's behaviour or well-being (e.g. bereavement/divorce)

Can the student swim at least 10 metres? Yes No

Please note: any student who requires regular medication will be asked to fill in a separate form at a later date.

5. Course details

Course start date (dd/mm/yy):

Course end date (dd/mm/yy):

Number of weeks:

Residential Summer Centres	Course (Including accommodation)		+ Options for Summer Course (supplements apply)
Malibu	Summer Course		–
New York	Summer Course	Discover New York	–
Bath (Downside)	Summer Course	Intensive Academic	+ Horse riding + Tennis
Brighton (Brighton College Prep)	Discover Brighton	Global Studies	–
Central London (South Bank)	Summer Course	Discover London	–
Cheltenham	Summer Course	Intensive English	+ Performing Arts + Harry Potter
London (Farringtons)	Summer Course		–
Moreton Hall	Parent and Child		–
Southend-on-Sea	Summer Course		–
Vacation Extra Summer Centre	Course (with accommodation option)		
Boston	Vacation Extra residence (full-board)		University Taster Program residence (full-board)
Bournemouth	Vacation Extra (age 14+) with: single homestay (full-board) twin homestay (full-board)		Charminster residence twin (14+) (Full-board) Charminster residence single (14+) (Full-board) Summer residence single (full board) (16+)
London (Beckenham)	Vacation Extra (age 14+) with: single homestay (full-board) twin homestay (full-board)	Vacation Extra <i>Plus</i> Art with: single homestay (full-board) twin homestay (full-board)	Vacation Extra <i>Plus</i> Game and App Design with: single homestay (full-board) twin homestay (full-board)
Oxford	Vacation Extra (age 14+) with: Summer residence single (full-board) Super Intensive IELTS* (age 16+) with: Wavy Gate residence single (full-board)		Intensive Academic* (age 14+) with: Wavy Gate residence single (full-board) Summer Medical* (age 14+) with: Wavy Gate residence single (full-board)

Please provide details of any special room requests (e.g. single, international share). Rooming requests cannot be guaranteed.

Please only answer this section if attending horse riding or tennis course

Horse riding ability (number of years riding):

Tennis ability (number of years playing tennis):

Tick to indicate if you want to book a London 2-day trip

(Available with a Summer Course from Bath (Downside) and Cheltenham. Supplement applies, see prices for details)

London 2-day trip (15 July) London 2-day trip (29 July)

6. Airport transfer details

Please tick the required transfer service

	Arrival	Departure	Arrival and departure
Arrival	Date (dd/mm/yy):	Flight number	Departure airport
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Departure	Date (dd/mm/yy):	Flight number	Departure airport
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Has the student been booked as an Unaccompanied Minor with the airline? Tick if yes: (Supplement applies)

Please note that all students at residential summer centres and on the Vacation Extra course must book a transfer with Kings.

Full flight details can be sent later if they are not known at this point.

7. Student insurance

The student must have appropriate accident and medical insurance before they can travel to any of the Kings Summer locations, and **Kings must be sent a copy of the travel insurance document in advance of the course.** We recommend Kings Student Insurance. Details of cover and policy are available at kingssummer.com. **Please tick if you require student insurance for your child.** (automatically added to each USA booking at \$45 a week unless proof of own insurance is shown at time of booking)

8. Payment details

You can pay for your course by paying either a deposit or the full fees. A deposit can be paid for courses starting four weeks or more from the time of payment. If the course starts less than four weeks from payment date, full fees are payable.

For payment information and methods, please see our website:

kingssummer.com/prices-and-booking

If you will be government sponsored for your studies, please provide the name of your sponsor below

You can also make a donation to Kings' charity partner, United World Schools, who are committed to ensuring that some of the world's most disadvantaged children can receive a basic education. Find out more at kingseducation.com/uws



united world schools
A Different School of Thought

Please note that no documentation will be issued until we receive either a deposit, or full payment if your course starts in less than four weeks.

Continued over.

9. Privacy Notice for Students

1. About us and your data

Kings Education is a specialist international education group providing pre-university academic programmes and English language courses for students from over 80 countries worldwide. This privacy notice is to inform you about how we use your personal data. It is important that you read this privacy notice together with any other privacy notice or fair processing notice we may provide on specific occasions when we are collecting or processing personal data about you so that you are fully aware of how and why we are using your data.

2. The personal data we hold, purposes and lawful bases

The data or type of data we process	The purpose of processing that data	The lawful bases for processing this data
Your name, date of birth, gender, addresses, email addresses and phone numbers	To identify you and communicate with you	Fulfilment of a contract with you Compliance with a legal obligation
Your nationality, ethnic background, any special educational needs, special requirements or disabilities	To provide appropriate information and assistance for you	Fulfilment of a contract with you Compliance with a legal obligation
Next of kin and emergency contact numbers	In the event of an emergency	To protect your vital interests
Your passport, BRP and visa details	To meet government immigration regulations	Compliance with a legal obligation
Bank account details	To manage payments and refunds	Fulfilment of a contract with you Compliance with a legal obligation
Your educational records and test or exam results from previous schools	To offer you the most appropriate courses	Fulfilment of a contract with you
Your medical information, including medications you take, allergies and dietary requirements	To help you manage your health while you are with us	Fulfilment of a contract with you Compliance with a legal obligation
Your educational records and test or exam results from Kings	To manage your progress while studying with us	Fulfilment of a contract with you
Your attendance records and booking in/out records for school and residence	To meet government immigration and safeguarding regulations	Fulfilment of a contract with you Compliance with a legal obligation
Details of your welfare such as how you are getting on at Kings, safeguarding or child protection records and any problems or issues you may have had	To look after your wellbeing and meet government safeguarding regulations	Fulfilment of a contract with you Compliance with a legal obligation
Details of any behaviour issues or exclusions	To manage discipline in the schools	Necessary for our legitimate interests (to manage school discipline)
Images	For maintaining security For marketing our services	Compliance with a legal obligation Where you have given us consent
CCTV footage	For security management	Compliance with a legal obligation
Data about your use of information and communications systems, including Internet use	To meet our safeguarding obligations To administer and protect the school	Compliance with a legal obligation Necessary for our legitimate interests (to secure our buildings)

Sometimes, we may also use your personal information where:

- You, or your parents/carers have given us permission to use it in a certain way
- We need to protect your interests (or someone else's interest)

3. Collecting personal data

- While in most cases you, or your parents/carers, must provide the personal information we need to collect, there are some occasions when you can choose whether, or not, to provide the data.
- We will always tell you if it is optional. If you must provide the data, we will explain what might happen if you do not.

4. When do we share personal data?

Where it is legally required, or necessary for another reason allowed under data protection law, we may share personal information about you with:

- Our local authority – to meet our legal duties to share certain information with it
- The Department for Education (a government department)
- Your family and representatives
- FeePAYERS
- Educators and examining bodies
- A trusted educational agent in your country – to help you during the application process
- Our regulators (Ofsted and British Council)
- Suppliers and service providers – so that they can provide the services we have contracted them for, such as online satisfaction surveys, transfer or taxi companies, excursion providers
- Financial organisations
- Central and local government
- Our auditors
- Health authorities
- Security organisations
- Health and social welfare organisations
- Professional advisers and consultants
- Charities and voluntary organisations
- Police forces, courts, tribunals
- Professional bodies

5. Your rights

Under certain circumstances, you, the data subject, may have the following rights:

- **Right of access:** you have the right to request a copy of the information that we hold about you
- **Right of rectification:** you have a right to correct data that we hold about you that is inaccurate or incomplete
- **Right to be forgotten:** in certain circumstances you can ask for the data we hold about you to be erased from our records
- **Right to restriction of processing:** where certain conditions apply you have a right to restrict the processing
- **Right of portability:** you may have the right to have the data we hold about you transferred to another organisation
- **Right to object:** you have the right to object to certain types of processing such as direct marketing
- **Right to object to automated processing, including profiling**

Some of these rights may not apply where we are legally obliged to keep or share your personal data.

In certain circumstances, you may have additional rights beyond those above. Further information is contained in our full Data Protection Policy: www.kingseducation.com/GDPR/policies

If you want to exercise your rights, please contact our Data Protection Officer.

(See Section 9: Contact us for details).

6. How long do we keep your data?

We will keep personal information about you while you are a student at our school. We may also keep it after you have left the school, where the law requires us to:

We have a Data Retention policy, which sets out how long we must keep information. This can be viewed on our website here: www.kingseducation.com/GDPR/policies

7. Transferring data internationally

Where we share data with an organisation that is based outside the European Economic Area, we will protect your data by following data protection law.

8. Complaints

We take any complaints about how we collect and use your personal data very seriously, so please let us know if you think we have done something wrong.

You can make a complaint at any time by contacting our Data Protection Officer.

(See Section 9: Contact us for details).

You can also contact the Information Commissioner's Office (ICO) in one of the ways listed below. We would, however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.

Report a concern online at: <https://ico.org.uk/concerns/>
Telephone: +44 (0) 303 123 1113
Or write to:

Information Commissioner's Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire,
SK9 5AF

9. Contact us

If you have any questions, concerns or would like more information about anything mentioned in this privacy notice, please contact our Data Protection Officer:

Allan Maule
Kings Data Protection Officer
58 Braidley Road,
Bournemouth,
Dorset,
BH2 6LD
Email: privacy@kingseducation.com
Tel: +44 (0) 7843 044384

Our full Data Protection Policy can be viewed on our website at: www.kingseducation.com/GDPR/policies

10. Parental consent and signatures

We hereby give consent for:

- My child/ward to study with Kings Summer in the UK / USA.
- The Centre Manager to make emergency decisions for my child while on the Kings Summer programme.
- First aid to be administered and appropriate non-prescription medication to be given.
- My child/ward to receive (in the event of an emergency) medication as instructed and any emergency dental, medical or surgical treatment, including anaesthetic or blood transfusion, as considered necessary by the medical authorities present. Please note that any financial charges for medical treatment remain the responsibility of the student / parent / guardian.
- All students must have medical / travel insurance. Kings should be sent a copy in advance of the course. Please note for USA bookings Kings insurance will be added automatically at booking stage unless proof of own insurance is given.
- My child/ward to participate in off-site activities and excursions organised by Kings and other external providers.
- My child/ward's images, photos or comments to be used in Kings promotional materials.

Declaration: To Whom It May Concern:

I have read and accept [Kings Terms and Conditions](#).

I agree to release Kings Summer from any liability resulting from any causes of action for personal injury, disability, medical expenses, property damage or theft, or any other claims that may arise from my child's participation. Kings will take all reasonable precautions to ensure the safety and well-being of all students.

I understand that if my child/ward breaks any of the rules, they may be sent home immediately and at our own cost.

Signature of student:

Date (dd/mm/yy):

Signature of student's parent/guardian (for students under 18):

Date (dd/mm/yy):

Contact information

For further information please contact:

Kings Summer
Unit N2, The Old Market
Upper Market Street
Hove
BN31AS

T +44 (0) 1273 917166

E enquiries@kingssummer.com

To contact us online: kingssummer.com/enquiries

Booking

Booking your child's course is straightforward. You can choose from two ways to book:

1. Via your local educational partner. If you need help locating your nearest partner, please contact us.

2. By completing this enrolment form and emailing it to Kings Summer at: bookings@kingssummer.com