



Coalway Community Infant School

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Head Teacher: Mrs. F. Hamilton B.Ed (Hons)

24th May 2017

Dear Parent/Carer

Collection and Recording of Pupils' Ethnic Background

We are sending a short form for you to complete about the ethnic background of your child, as we are required to do by the Department for Education (DfE). Please read the description of "ethnic background" then tick the appropriate box on the form and return it to the School Office as soon as possible.

This information will be passed to the Local Authority and the DfE to contribute to local and national statistics. These statistics will not allow individual children to be identified publicly and the information will not be used for any other purpose than to compile statistics.

Information about your child's ethnic background will be passed on to any other school to which your child transfers to save you having to be asked for it again. You can ask to check your child's information at any time, and, if you wish, have the ethnic background changed or removed.

Thank you very much for your help.

Yours sincerely

F. Hamilton
Head Teacher



Data Collection Form

Pupil's name

Class/form

*Our ethnic background describes how we think of ourselves. This may be based on many things, including, for example, our skin colour, language, culture, ancestry or family history. **Ethnic background is not the same as nationality or country of birth.***

The Information Commissioner (formerly the Data Protection Registrar) recommends that young people aged over 11 years old have the opportunity to decide their own ethnic identity. Parents or those with parental responsibility are asked to support or advise those children aged over 11 in making this decision, wherever necessary. Pupils aged 16 or over can make this decision for themselves.

Please study the list below and tick *one* box only to indicate the ethnic background of the pupil or child named above. Please also tick whether the form was filled in by a parent or the pupil.

White

- English
- Scottish
- Welsh
- Other White British
- Irish
- Traveller of Irish Heritage
- White Eastern European
- White Western European
- White other
- Gypsy/Roma

Mixed

- White and Black Caribbean
- White and Black African
- White and Asian
- White and Chinese
- Other mixed background

Asian or Asian British

- Indian
- Pakistani
- Bangladeshi
- Any other Asian background

Black or Black British

- Caribbean
- African
- Any other Black background

Chinese

Any other ethnic background

I do not wish an ethnic background category to be recorded

This information was provided by:	
Parent	<input type="checkbox"/>
Pupil	<input type="checkbox"/>

Please return the form to the school within four weeks in the enclosed envelope, or by bringing it into the school office (or by email if it's been sent to you that way).

(Any information you provide will be used solely to compile statistics on the school careers and experiences of pupils from different ethnic backgrounds, to help ensure that all pupils have the opportunity to fulfil their potential. These statistics will not allow individual pupils to be identified. From time to time the information will be passed on to the Local Education Authority and the Department for Education (DfE) to contribute to local and national statistics. The information will also be passed on to future schools, to save it having to be asked for again.)