

WINGATE SCHOOL ENROLMENT FORM

A place in the school may be registered by returning the Enrolment Form with the registration fee. Confirmation of a place will be given at a later date, or notification of being placed on the waiting list. If we are unable to offer a class place it is necessary for parents to confirm their continued interest to remain on the list between the 1st and 7th of May each year.

No student will be admitted however, until all admission requirements are fulfilled, this could include an interview with the parent/guardian or an entrance examination, should the Head of School deem this necessary. The school reserves the right to refuse admission. If there is no availability at the time of the request, the amount paid for registration may be withheld or returned as requested by parents. However, for a child to remain on the waiting list it is necessary to leave the registration fee with the school.

On applying for entry the following documents are required:

- A. Photocopy of birth certificate
- B. Photocopy of student identity card and passport
- C. Photocopy of parent's or guardian's identity card and passport
- D. Photocopy of last 2 school reports
- E. Recent photo of student

STUDENT INFORMATION:

| |
|---|
| Proposed date of entry: _____ |
| First Name: _____ Surname: _____ |
| Date and place of birth: _____ Year group at Wingate: _____ |
| Nationality: _____ Male/Female: _____ |
| NIE/DNI No: _____ Passport No: _____ |
| Contact Telephone Nos: _____ |
| Language spoken at home: _____ |
| Second Language: _____ |
| Name of previous school: _____ |
| Address of previous school: _____ _____ |
| Academic Year at present school: _____ |

If your child is not presently in a school:

Is your child home schooled by a recognised online education Company _____

If so Name of company: _____

For how long have they been studying by this method? _____

Allergies (including asthma and food): _____

Hearing problems? /Wears glasses? _____

Illness or disabilities : _____

Any special educational needs: _____

Does your child have an assessment from an educational Psychology or equally qualified professional:
_____ copy supplied: _____

Any physical, emotional, or academic factor (adoption, serious illness, separation from parents) that
the school needs know to provide the child with the individual attention necessary:

Personality (shy, quiet, sensitive, talkative, active, etc.):

PARENT INFORMATION:

Name of person responsible for child (1): _____

Profession: _____

DNI / NIE: _____

Passport: _____ Date of Birth: _____

Date of submitting document: _____

Relationship to child: _____

Tel: _____ Mobile: _____

Address 1: _____

Foreign Address: _____

Email: _____

Signature: _____

Name of person responsible for child (2): _____

Profession: _____

DNI / NIE: _____

Passport: _____ Date of Birth: _____

Date: _____

Relationship to child: _____

Tel: _____ Mobile: _____

Address: _____

Foreign Address: _____

Email: _____

Signature: _____

Are 2 school reports/newsletters for each responsible person necessary?:

YES

NO

I agree by signing below that I have read and agree to comply with Wingate School's Rules and Regulations by which Wingate School is governed and who declares to conform to the same rules. In particular I agree to the terms and conditions of the school deposit and having read:

- 1. The data protection set out in the Rules and Regulations and the transfer of rights of images.*
- 2. The Information regarding the Homologacion*
- 3. The E-safety Policy and agreement of the said Policy*

The signature below also acknowledges that Wingate School is a Spanish company registered in the municipal of Arona, any administration or legal matters which are raised will take place in a court of law based in the municipal of Arona.

The annual changes to the school fees will be posted on the school website before the 7th of May each year.

The signature below confirms agreement that if notice of leaving the school is not received before the 10th of May then the fees stated on the website on the 7th of May will be paid during the first 10 days of each subsequent term of the following academic year.

Name (in capitals) _____

Signed: _____ **DNI / NIE:** _____ **Fecha :** _____

Name (in capitals) _____

Signed: _____ **DNI / NIE:** _____ **Fecha :** _____

Registration Fee €120.00 to be paid via bank transfer to the school bank account ES48 0182 6566 9702 0152 8795

Please make sure that the school is informed of any change of telephone number or email address. If the school is not able to make contact with a parent it reserves the right after three days of no contact to offer the available school place to the next person on the waiting list. OFFICE HOURS: From 08:30 to 11:00 and 12:30 to 16:00. This contract will be automatically renewed annually if written notice is not received before the deadlines.

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INTRODUCTION TO THE RULES AND REGULATIONS FOR WINGATE SCHOOL

The educational institution known as WINGATE SCHOOL SL has been authorized by the Canary Islands Government, Ministry of Education to provide education using the British Curriculum with added Spanish Studies to Spanish and foreign students, from Nursery level, 3 Years of age, to end of Sixth Form Year 13 at 18 years of age.

The main objective of WINGATE SCHOOL is to develop the education of all students in the school. We treat each child as an individual, identify their skills, and enable them to realize their potential for the future.

WINGATE SCHOOL is a selective school which facilitates a positive and inspiring learning environment for students and a work environment that is suitable for all. We are a school where everyone contributes to an all-round education that is focused on the student and fosters the community spirit that characterises the whole school.

For the legal security of all the people who use this school, we have developed these **RULES AND REGULATIONS**.

The rules are expressed as a series of commitments and professional obligations that all staff in the school should use and apply to their daily duties and the mandatory guidelines that students and parents must follow.

A serious breach of these regulations, can result in the termination of the contract and the expulsion of the student from school.

Wingate School reserves the right to modify these rules as it deems appropriate for the proper functioning of the school, publishing the changes on the school website.

RIGHTS OF PARENTS AND GUARDIANS

1. Receive written information from the school regarding academic issues: programmes of study, official confirmation of the studies undertaken by your child or ward
2. Receive written information regarding school activities.
3. Receive written information about the rules and regulations of the school.
4. Receive written information about the payments required by the school.
5. Periodically receive written information about the academic progress of the student.
6. Make an appointment with one of the teachers, form tutor, Head of Key Stage or Head of School (where this is necessary), to be made within a maximum period of one week from their initial enquiry.
7. Be warned in advance if the school considers it appropriate that two staff members are present at a meeting.
8. Attend an Open Day organised by the school, to talk with teachers about the academic performance and behaviour of the student.

9. Receive information about their children, regarding their behaviour, attitude and ability.
10. Receive, for external use, the necessary certificates relating to their children, once the school is in possession from the awarding authority, signed by the appropriate member of the school administration, within three business days of filing an application (which must be in writing).
11. Access to any relevant records relating to disciplinary proceedings in relation to their children or wards.
12. Propose, through normal channels of communication, initiatives and proposals for the improved functioning of the school.
13. Be heard by tutors, educational counsellors and school management, in situations that affect their children.
14. Their children and wards receiving an education that takes into account the personality and uniqueness of each student - within the constraints of the school rules.
15. Protection of data provided to the school.
16. Impartial information requested by the court when such application is made directly to the school and in writing ie in the case of a conflict between parents.

DUTIES OF PARENTS AND GUARDIANS

1. Regularly consult the school website for information.
2. Provide the school with an up-to-date email to receive information, as well as an address and phone number and to check their email frequently.
3. Parents should inform the school of any change of address, any change of phone number and / or email address, and any changes to the child's circumstances.
4. Ensure their children or wards attend school every school day, avoiding any unauthorized absence (eg family travel), except for reasons of illness or exceptional cause and inform the school of the reasons for the absence.
5. 95% attendance is the recommended level of all students at Wingate School. If your child misses more than 5% it can seriously affect their overall results and studies. Parents wishing to take their child out of school during term time should complete an Application for School Leave and present it to the school office for authorisation. Accept the Head of School's decision on whether an absence is considered justified or not as a final and irreversible decision.
6. Provide a medical certificate in the absence of a student for more than three days.
7. Authorisation must be given by the school on any request that means a student regularly arrives late to school or leaves early, on health grounds, for sport training or artistic preparation.
8. Pick up their children, or organize to collect their children according to the school finishing times. Children will be supervised during the 10 minutes before the beginning of the school day and 10 minutes after the end of the school day. The school is not responsible for the supervision of children outside .
9. Pick up their children, or organize to collect their children, as soon as possible when they have been advised that their children are sick or have had an accident at school that requires them to be transported to hospital for tests or to receive medication.
10. Read all written information provided by the school and sign and return, before the deadline, any documents that were requested in relation to their children or wards.
11. If applicable check the homework diary of their child daily and sign frequently.
12. Provide the school with any essential educational or emotional information relating to their children either in person, in writing, by email or phone.

13. Inform the tutor, Head of Department or the Head of School on any matter that may affect the behaviour or performance of their children.
14. Ensure that their children go to school in proper school uniform, looking neat and tidy and having had a proper breakfast.
15. Ensuring that students arrive at school on time for registration.
16. Pick up their children promptly at the end of the school day, except when they use the school transportation.
17. Comply with the legalities of signing a student out of school. For example, if a student needs to leave school early, the parent or guardian must wait in the school office where their child will sign out.
18. Register in the school office if an appointment has been arranged during the school day.
19. Attend appointments scheduled by the tutor, teacher or Head of School to discuss matters relating to their children.
20. Attend open days organized by the school as directed.
21. Understand that the school has discretion over whether to meet with a specialist from outside the school.
22. Accept that the school can decide, whether you agree or not, with the content or the conclusions of the reports sent to school issued by external specialists (e.g. psychologists).
23. Understand that the school cannot organize meetings with more than one staff member at a time, unless the schedule allows and the school agrees that the appointment is appropriate.
24. Not smoke in any of the school premises.
25. Parents should refrain from bringing animals to school.
26. Promptly pay the school fees and other academic expenses that apply; non-payment of instalments will result the loss of your child's school place.
27. Purchase uniform from the school uniform shop. No external substitutes are allowed. The school will inform parents of the regulatory school uniform and parents or guardians must ensure that the child goes to school properly dressed.
28. Ensure their child wears the regulation footwear. Trainers are only allowed on PE days. If the student has a foot problem, an alternative footwear, such as sandals, will be allowed - the student will have to provide a note from the parent.
29. Children with headlice should stay at home until the treatment applied has worked.
30. Collaborate with teachers, tutors, educational counsellors, Head of Subjects and Head of School on the way forward that is indicated for the educational improvement of their children.
31. Support and motivate their children in the learning process and provide a work environment that encourages them to do their homework and study after school.
32. Respect the criteria of the school and its professionals on the recommended educational guidelines.
33. Accept all the terms the rules of behaviour established by the school and the educational criteria. The school can insist that parents withdraw their children from school in the following circumstances:
 - a. If it is considered that the student's continued presence in school would affect the wellbeing of the school or the student or other students.
 - b. Insufficient academic progress in the case of a student who does not have English as a first language or should any student make insufficient progress in their overall studies.

- c. The student is found in possession of drugs and alcohol inside of school and of certain knowledge of possession or use of drugs outside of school.
 - d. Is in breach of the Behaviour Policy.
34. Respect the decisions taken by the school professionals covering both behaviour and student learning.
 35. Always adopt attitudes and behaviours that reinforce the good image of the school.
 36. Any complaint against a member of the school community should be reported to a member of staff. Parents should not take any personal action.
 37. Avoid committing any traffic offences on the roads near and around the school or in the school car parks, particularly those that may affect the safety of students and the punctuality and free entry and exit of buses. Particularly, not to stop or park outside the school so as to hinder or prohibit the entry or exit for school buses and not block access to the front entrance (as it may need to be used by emergency services at any time) or park on the school crossing. When driving nearby the school grounds, the speed limit is a maximum of 5kph with extreme caution. Abide by the school one-way system.
 38. Support decisions made by the teacher, in front of the student. Any complaints will be discussed at a private meeting.
 39. For safety reasons, when students are under the supervision of their parents or legal guardians in the school, parents will respect the rules of the school and ensure that their children also respect them.
 40. Respect the rules for those using the school bus.
 41. Provide a copy of any court decision relating to separation or divorce, affecting the collection of children at the end of the school day or the payment of the monthly instalments of fees.
 42. Inform the school of any food allergies.
 43. Go to the nominated meeting point when alarms are sounded.
 44. Consent to extra English classes/support for students whose level of English is not proficient to access the full education provided by the school.
 45. Parents are responsible for safeguarding their child's internet access outside of school.these hours

RIGHTS OF PUPILS

1. A safe, clean and tidy school environment.
2. A comprehensive education to ensure their full development.
3. Respect their privacy, physical and mental integrity and personal dignity - within the school rules.
4. An academic programme that takes into account student diversity and meets academic needs and abilities.
5. To have an unbiased curriculum.
6. The correction of any test, examination or normal classwork within one week of their work being handed to the teacher.
7. Recognition of their academic achievements, personal and social qualities.
8. Equal opportunities.
9. School and professional guidance.
10. Freedom of expression within the limits of the school rules.
11. Participate in the life of the school.
12. Choose, by nomination, its class representatives.

13. Equality and consistency in the application of the school rules.
14. Receiving first aid at the school.

DUTIES OF PUPILS

1. Respect privacy, physical and mental integrity and personal dignity of other students.
2. Respect teachers, administrative staff and all members of the educational community and anyone who is on the school premises.
3. Attend class well prepared and on time.
4. Try their very best in all class activities and administrative tasks, and develop independent learning skills at school and at home.
5. Wear the school uniform correctly.
6. The school uniform is compulsory every day of the year, including official school activities and excursions, unless otherwise notified by the school.
7. On Physical Education days students must come dressed in their sports uniform. If unable to exercise, they must submit a letter of explanation or medical certificate.
8. Attend school well groomed.
9. To take care of and use properly the school facilities, equipment and materials supplied by the school.
10. Use the facilities according to their timetable or schedule.
11. Avoid bringing anything to school that would jeopardize the health of staff or their peers
12. Avoid attending the school in the case of illnesses or situations that endanger their health or the health of staff and their peers.
13. Put safety first at all times in school and pay attention to the instructions of any teacher to avoid accidents, both inside and outside the classroom.
14. Know and comply with school rules.
15. Collaborate in creating a good learning environment and school community as a whole.
16. Help good communication between school and home, and vice versa, delivering letters, emails and information via their homework diaries or email.
17. Accept other peers, recognizing and respecting their individual differences, without discrimination.
18. Actively participate in the life of the school.
19. Behave politely and correctly, using acceptable vocabulary.
20. Do not leave the school during school hours, unless they have proper authorisation and have signed out in the School Office.
21. No smoking, drugs or alcohol in the school. No illegal substances at any time.
22. Following school rules concerning piercings, tattoos, dyes, makeup, nail polish or false nails.
23. The rules of behaviour and wearing of school uniform apply equally outside of school if in uniform.
24. Do not use mobile phones, MP3 players or any other personal entertainment technology or communication at school.
25. Use school computers and Chromebooks for academic purposes only unless as directed by a member of staff.
26. Do not post any message, document, photograph or video on the Internet that could adversely affect the reputation of the school or infringe anyone's rights or privacy.

27. Not participate in any online activity that could injure or adversely affect another student or any other member of the school community.
28. Students have the duty to use their Chromebook responsibly in and out of school. The school operates behind the firewall in the school but parents are responsible for safeguarding their use outside of school.

OFFENCES AND THEIR CLASSIFICATION

Behaviour contrary to school rules will be punished as per Wingate School's Behaviour policy continued bad behaviour will result ultimately in expulsion.

The disciplinary sanctions can be a result of acts that occur within the school and also outside the school, that in any way could harm the image of the school or other students

Minor offences:

1. Talking in class about matters outside the purpose of the class.
2. Distract another student in class.
3. Arriving late.
4. Wearing uniform incorrectly.
5. Carry or wear unauthorised "accessories".
6. Using inappropriate language.
7. Not doing homework.
8. Lack of effort.
9. Not staying in lines correctly.
10. Any other attitude teachers consider to be inappropriate.

Serious offences:

1. Systematically repeating a minor offence.
2. Disobeying the school teachers.
3. Not wearing the correct school uniform.
4. Disrespect towards another student or another member of the school community.
5. Threatening other students.
6. Disrupting the normal progress of a class.
7. Lack of cooperation with the teacher.
8. Unjustified reasons for being late.
9. Unexcused absences from class.
10. Damaging the school buildings, its facilities or any materials.
11. Damaging the belongings of other students.
12. Refusing to take a punishment.
13. Any other actions that the teachers consider to be serious

Very serious offences:

1. Repeating a serious offense.
2. Repeatedly insulting another student or another member of the educational community.
3. Publicly disobeying instructions or teacher's rules with gestures, attitudes, comments, negative or insulting behaviour.
4. Aggression towards other students.
5. Verbal or physical aggression, towards a teacher, member of the administration staff or personnel providing services to the school.
6. Bringing any dangerous object into school.
7. Theft.
8. Forged signatures or alteration of any other official document.
9. Damage of facilities, resources, furniture or belongings of others.
10. Bringing or being under the influence of alcohol, drugs, cigarettes or tobacco in the school.
11. Evidence relating to drug use out of school.
12. Behaviour inside and outside of school which constitutes being a crime and being proven guilty in a court of law.
13. Leave the school without authorisation.
14. Smoking on school premises.
15. Sending text messages, emails or messages on internet that insults or intimidates with intent to hurt, humiliate or threaten the victim, in and out of school.
16. Any other activity that the teacher considers to be very serious.

PROCEDURE FOR PUNISHING OFFENCES

Minor Offences

The teacher or tutor will deal with in an appropriate manner.

Serious Offences:

1. The Head of School can impose sanctions for serious misconduct, after consultation with the staff.
2. Parents or guardians will be informed by phone, email or in writing of the serious offence committed by their child or ward and the sanction imposed.
3. An appointment with the parent or guardian will be made for a meeting at the school with the Tutor/ Head of Key Stage Department or Head of School.
4. The purpose of the meeting will be to discuss how to improve the student's behaviour and establish objectives for change.

Very Serious Offences:

1. The start of disciplinary proceedings.
2. The Head of School will appoint a teacher (e.g. the tutor) who will have two school days to prepare a report on the events, which will include, where appropriate, written information from the student who is the alleged victim or injured party and witnesses.
3. The Head of School will meet with the students involved in the events.
4. The Head of School will have an interview with the parents of the students involved in the incident within five working days of the event.
5. Parents or guardians of the students involved have the right to access the disciplinary records of their child or ward and to make any comments they deem appropriate within 24 hours
6. The Head of School will notify the parents in writing of the sanction imposed.
7. In any case, the Head of School, exercising his judgment and considering the seriousness of the incident and its demonstrable negative impact, after consultation with the Management Team, may take the necessary measure he deems appropriate - for example, temporary suspension from the school - with immediate effect and without prejudice to continue the procedure discussed above. These exceptional measures taken by the Management Team shall be communicated immediately to the parents or guardians and the student or students.
8. There is no right to appeal by parents or legal guardians.

SANCTIONS

Circumstances to be considered in the imposition of sanctions:

In the imposition of sanctions, the school will take into consideration the age of the student, immediate recognition of unwanted behaviour, lack of intent, the existence of provocation, the state of necessity, self defense, history and background of the student.

The school will also take into account premeditation, repeatedness of the offence, damages, injuries or offences caused (particularly to younger students or new students to the school), involving discrimination based on race, sex, personal convictions or any other personal or social conditions.

As a result of inappropriate behaviour, a student may be recommended to talk to a psychologist/counsellor known by the school.

Minor Offences

1. Verbal admonishment by the teacher, tutor, subject coordinator or Head of School.
2. Loss of time during lunchtime or break.
3. Changing desk in class.
4. Perform a task that helps the class or school community.
5. Any other sanction deemed suitable by the teacher in regard to the circumstances of the case and the student.

Serious Offences

1. Verbal admonishment by the teacher, tutor, subject coordinator, Head of Key Stage or Head of School.
2. A note made in the student's homework diary.
3. The tutor completes an "Incident Report Form".
4. Loss of several breaks.
5. Changing desk in class.
6. The student is sent to talk to the Head of Key Stage or Head of School.
7. Performing tasks to help the class or school community.
8. Student is put on "Report" with set objectives to achieve.
9. Student continues their studies in the Isolation Room.
10. Student is not allowed to participate in specific activities of the school - for example, excursions, events, activities etc.
11. Being put in after school Senior detention with the Head of School.
12. Any other sanction deemed suitable by the teacher or the school in response to the circumstances and student.

Very Serious Offences

1. The student continues their studies in the Isolation Room.
2. One or more of the sanctions for serious offences and also temporary suspension from the school.
3. For repeated offenses or in the case of continued disruptive behaviour where the student does not respond to the support and sanctions, as above. The Head of School, in accordance to Article 11 number 7, has the right to advise parents that their child will no longer be able to attend Wingate School.
4. Permanent expulsion from the school.
5. Any other sanction deemed suitable by the school taking into consideration of the offence.

SCHOOL FEES AND CHARGES

1. The fees and other charges shall be paid termly in advance during the first ten days of each term. The delay in payment of fees is subject to a surcharge of 5%. Non-payment of fees will result in the child being removed from the class list and their place being offered to the next child on the waiting list. Fees increase by a small percentage each year to take into account any additional incurred running costs to the school including the national interest rates (IPC). Parents will be advised of this 4 months before the start of the academic year it comes into effect.
2. No payment will be refunded if the student does not attend school, whatever the cause. This also applies to transport.
3. A deposit will be paid on acceptance and held until the child leaves. In order to reclaim the deposit parents must give written notice of leaving. For children leaving school at the end of the Autumn Term (ie in December) parents must advise the school by October 10th. For children leaving school at the end of the Spring Term (ie at Easter) parents must advise the school by January 30th. For children leaving at the end of the Summer Term parents must advise the school by May 7th.
4. Parents who remove their child during the term without prior notice and having not paid the required fees, will incur a "pro-rata" for the time they have attended the school, losing all rights to the return of the deposit.
5. The cost of books, supplies and Insurance for the Infant and Junior students are included in the price. Senior students are obliged to purchase a Chromebook and Back Pack from the school before commencing.
6. The extracurricular activities as well as cultural visits and excursions are an additional cost.
7. In Years 10,11,12 and 13 there will be an additional charge for external exams.
8. In Year 11, school fees will be charged in full, although students can choose to prepare for exams at home. During study leave, attendance is not compulsory except if a teacher prearranges a revision lesson for exams.
9. Students whose level of English is not sufficiently developed to successfully pursue an education in this language, will be required to attend extra classes in English, for a period of time that the school deems appropriate. In these cases the extra classes will be charged separately.

INFORMATION REGARDING HOMOLOGACIÓN

Homologación, is part of Spanish law for those students who are of Spanish nationality. Homologación is the recognition by the Spanish authorities that a benchmarked level of Secondary education, Spanish language and Spanish studies has been achieved. The importance of Homologación, the requirements and process will be explained to all students.

Homologación is equivalent to:

Year 11 = 4º ESO (Educación Secundaria Obligatoria)

Year 13 = Bachillerato

What you need to qualify for Homologación at the end of Year 11:

- 4 (I)GCSEs with grade C or higher (this can include Spanish IGCSE)
- You must pass the Spanish* and Social Sciences internal examinations, which are based on the Spanish curriculum. The Spanish curriculum is only taught in Set 1 Spanish. These examinations are inspected and validated by the Spanish authorities.

* The Spanish result at IGCSE does not guarantee you a pass in the Spanish curriculum examinations

What you need to qualify for Homologación at the end of Year 13 (presently being ref

- The Homologación certificate from Year 11
- 5 GCSEs with grade C or higher
- 2 A levels* at grade E or higher or 2xAS and 1xA level with grade E or higher

*Spanish is not a compulsory subject and there are no Social Science studies in the Sixth Form

Homologación is required at the end of Year 13 if students wish to continue onto Spanish vocational qualifications at higher level although it is not required for entry into a Spanish University.

What are “Social Sciences”?

Social Sciences combines both Geography and History from the Spanish curriculum.

In Years 7, 8 and 9 Social Science lessons are on the school timetable and taught in English.

In Years 10 and 11, these lessons are taught in Spanish to the Set 1 Spanish Group and is compulsory for all students with Spanish nationality and optional for other nationalities who wish to obtain Homologación. This will not affect their other (I)GCSE subjects.

VERY IMPORTANT INFORMATION

If a student does NOT wish to study Social Science in Year 10 and 11 then it will not be possible for them to obtain Homologación. Studies at Wingate School will not be validated by the Spanish authorities and consequently the student will be unable to attend further education via the Spanish system.

DATA PROTECTION

The addressee is informed and consents that, in accordance with the Spanish Organic Law 15/1999 on Personal Data Protection, the collected data will be included in the file under the name GESTIÓN DE ALUMNOS (STUDENT MANAGEMENT) enrolled in the General Registry of Data Protection. The file is under the responsibility of WINGATE SCHOOL SL and its purpose is to manage, monitor and evaluate the students.

Likewise, WINGATE SCHOOL SL informs the addressee of the existence of a file under the name ÁLBUM DE FOTOS/VIDEO (PICTURE/VIDEO GALLERY) enrolled in the General Registry of Data Protection, and whose purpose is to manage and store the pictures and film footage of the school for school purposes.

The addressee authorises the school to:

- Maintain his/her personal data in our database in order for us to keep an historical archive.
- Take, store and show pictures for school purposes (class photograph, events and school activities).

- Transfer the necessary student data to the competent public administration when required and when necessary for the correct fulfilment of the established relation.

The addressee grants express consent and authorises WINGATE SCHOOL SL to:

Publish his/her image included in photographs or videos in the website www.wingateschool.com and/or www.facebook.com/wingateschool so that others can see the events in which he/she participates.

The addressee acknowledges and understands that anyone who accesses the website www.wingateschool.com and/or www.facebook.com/wingateschool may access, reproduce or download the photographs concerning him/her and, therefore, releases WINGATE SCHOOL SL from all liability regarding misappropriation, use, misuse, reproduction and download of those images by either Internet users who access WINGATE SCHOOL SL 's website, or others who may be provided with such information.

- I do not authorise the publication of my data (pictures) in the website www.wingateschool.com
- I do not authorise the publication of my data (pictures) in the website www.facebook.com/wingateschool

If the addressee wishes to revoke his/her consent to the processing of his/her data, he/she must do so within thirty days. Provided the addressee does not make such statement, the consent will be considered granted.

Likewise, his/her may to exercise his/her rights to Access, Rectification, Cancellation or Opposition, please do so by sending a written request to: C/ Mirador de Cumbrita Nº 10 Cabo Blanco 38626 Tenerife, Spain, or by sending an e-mail to theoffice@wingateschool.com indicating "Data Protection" in the subject line, or along with a valid proof in law and a photocopy of your identity card.