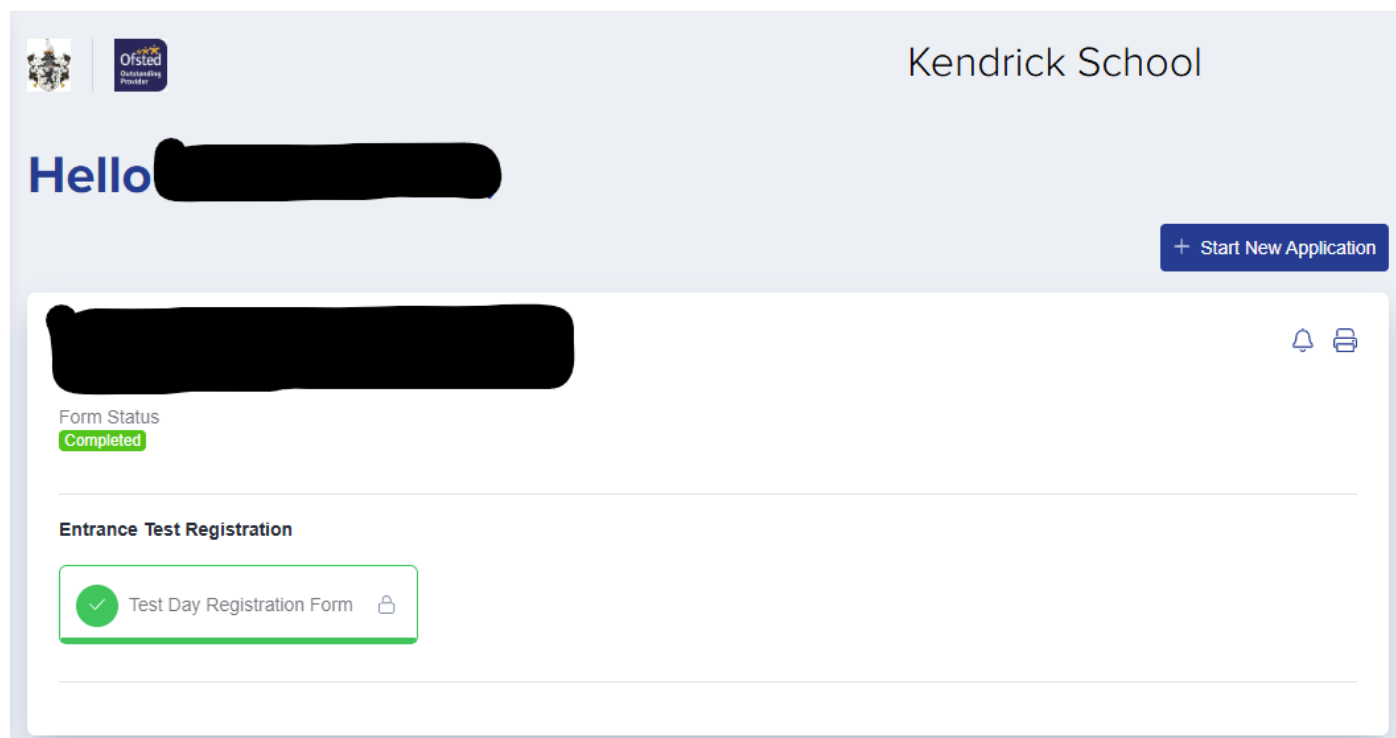


# INSTRUCTIONS ON HOW TO DOWNLOAD THE KENDRICK SCHOOL TEST DAY REGISTRATION FORM

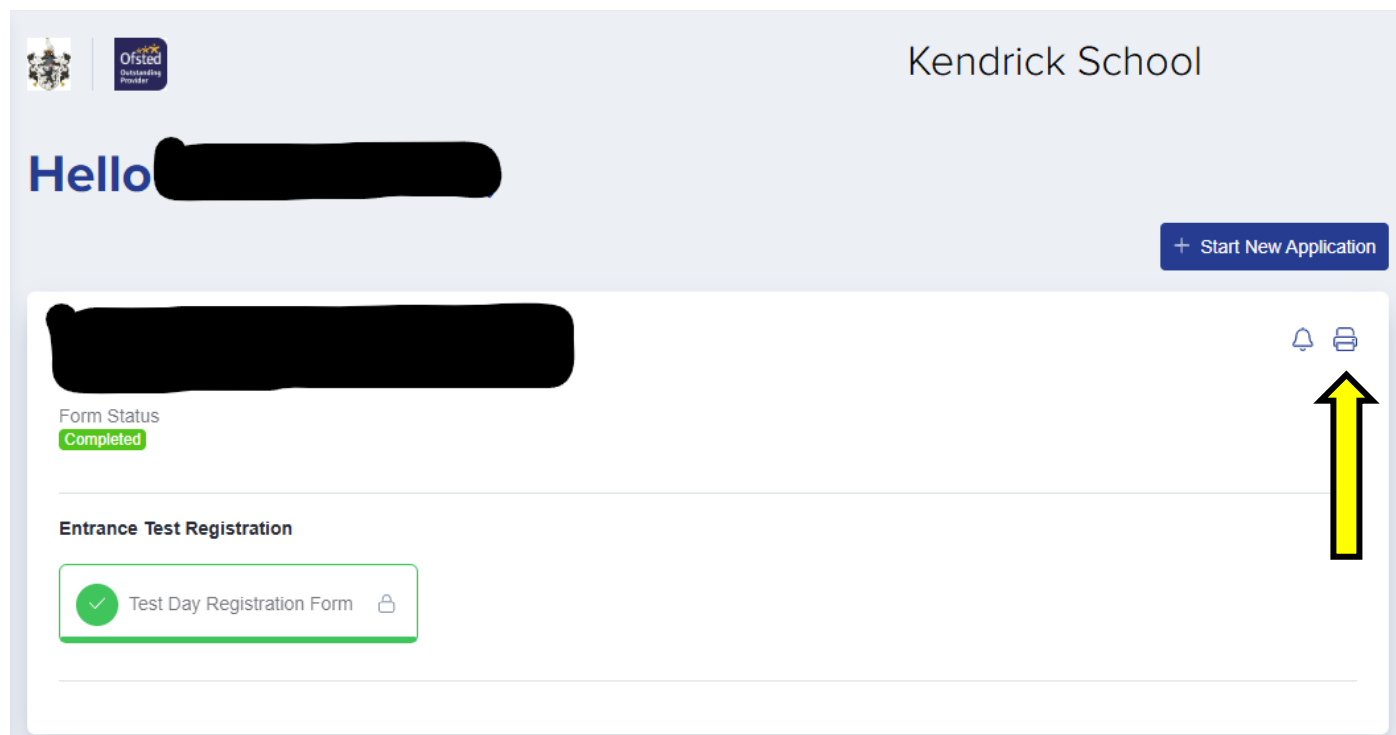
## 1 Log into your Applicaa account



The screenshot shows the Kendrick School Applicaa account dashboard. At the top, there are logos for the school and Ofsted, and the text "Kendrick School". Below this, a "Hello" greeting is followed by a redacted name. A blue button labeled "+ Start New Application" is in the top right. A large redacted area covers the top part of the main content. Below this, the "Form Status" is shown as "Completed" in a green box. Under the "Entrance Test Registration" section, a green box contains a checkmark, the text "Test Day Registration Form", and a lock icon. In the top right corner of the main content area, there are small icons for a bell and a printer.

The Test Day Registration Form will be locked, and you cannot amend it online. You only need to print it.

## 2 Click on the print icon



This screenshot is identical to the one above, but with a large yellow arrow pointing to the printer icon in the top right corner of the main content area, indicating where to click to print the form.

### 3 Click on the 'click here' to download



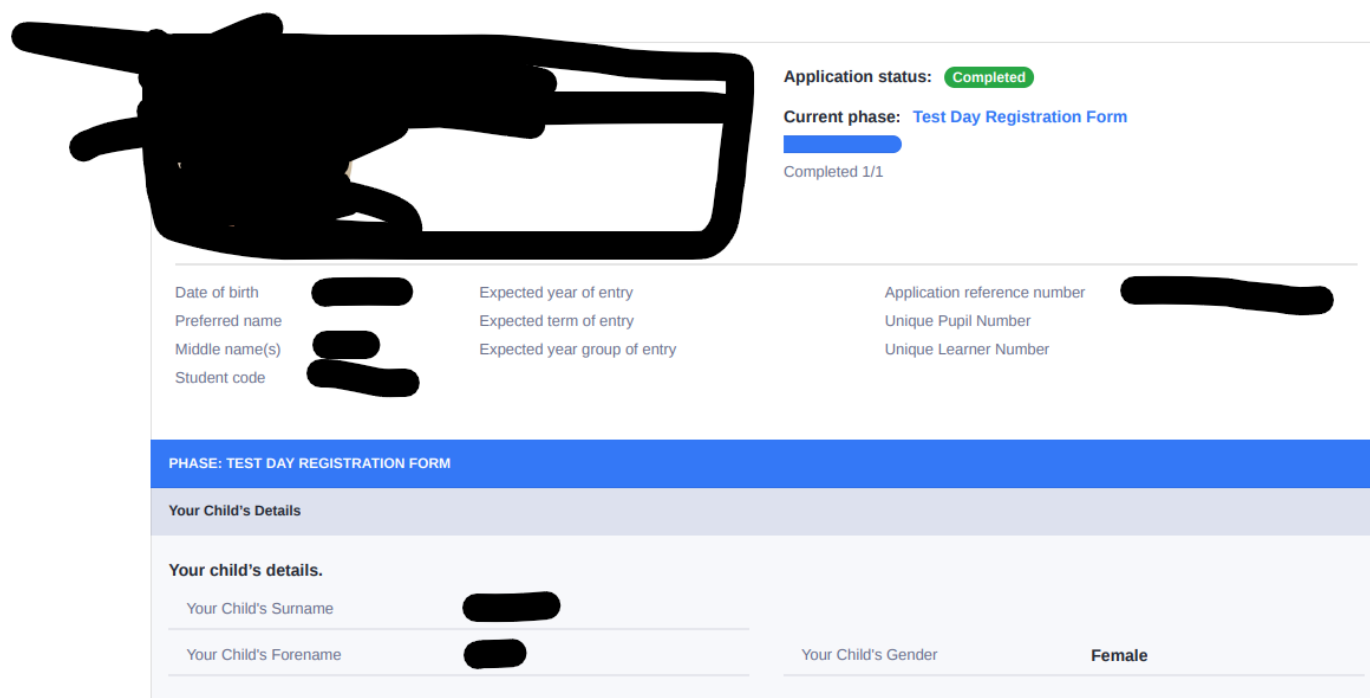
Entrance Test Registration

Test Day Registration Form

**Done!**

[Click here](#) to download.

### 4 The Test Day Registration Form will be ready to print



Application status: **Completed**

Current phase: **Test Day Registration Form**

Completed 1/1

|                |            |                              |            |                              |            |
|----------------|------------|------------------------------|------------|------------------------------|------------|
| Date of birth  | [Redacted] | Expected year of entry       | [Redacted] | Application reference number | [Redacted] |
| Preferred name | [Redacted] | Expected term of entry       | [Redacted] | Unique Pupil Number          | [Redacted] |
| Middle name(s) | [Redacted] | Expected year group of entry | [Redacted] | Unique Learner Number        | [Redacted] |
| Student code   | [Redacted] |                              |            |                              |            |

**PHASE: TEST DAY REGISTRATION FORM**

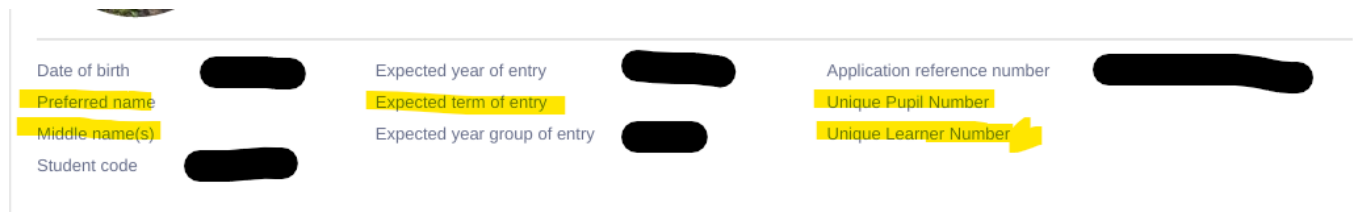
**Your Child's Details**

**Your child's details.**

|                       |            |                     |        |
|-----------------------|------------|---------------------|--------|
| Your Child's Surname  | [Redacted] | Your Child's Gender | Female |
| Your Child's Forename | [Redacted] |                     |        |

### 5 Please print off the whole page (CTRL P will usually work for this).

### 6 You do NOT need to add any information to the top part of the form highlighted in yellow below.



|                |            |                              |            |                              |            |
|----------------|------------|------------------------------|------------|------------------------------|------------|
| Date of birth  | [Redacted] | Expected year of entry       | [Redacted] | Application reference number | [Redacted] |
| Preferred name | [Redacted] | Expected term of entry       | [Redacted] | Unique Pupil Number          | [Redacted] |
| Middle name(s) | [Redacted] | Expected year group of entry | [Redacted] | Unique Learner Number        | [Redacted] |
| Student code   | [Redacted] |                              |            |                              |            |

Make any changes clearly in black ink **BEFORE** the primary school sign  
Section 1.

- 7 Please take the form to your child's primary school so they can complete all the questions in Section 1. The form can be in black and white or colour, but colour is preferable.**

| Section 1 - Primary School Disclosure. TO BE COMPLETED BY THE PRIMARY SCHOOL ONLY.                                                                                  |                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| I can confirm that the photograph above is a true likeness of the child named above. PLEASE WRITE YES OR NO                                                         | I can confirm that her date of birth is as stated above. PLEASE WRITE YES OR NO                                                               |
| I can confirm that she will in Year 6 in September 2026. PLEASE WRITE YES OR NO                                                                                     | Please indicate whether she is entitled for Pupil Premium or has been entitled to Pupil Premium in the last six years. PLEASE WRITE YES OR NO |
| Please indicate if she is in receipt of Service Premium. PLEASE WRITE YES OR NO                                                                                     | Please indicate whether she is a looked after child or previously looked after child. PLEASE WRITE YES OR NO                                  |
| Please confirm that her home address is as stated above. PLEASE WRITE YES OR NO. IF NO, PLEASE INCLUDE THE POSTCODE OF THE ADDRESS YOU HAVE ON RECORD FOR THE CHILD | Primary School Name and Postcode                                                                                                              |
| Signature                                                                                                                                                           | Role in School                                                                                                                                |
| Date. Please also include a school stamp or attach a compliment slip or letter headed paper.                                                                        |                                                                                                                                               |

- 6 You should sign Section 2 - the parent declaration - on the day of the test, and your child must bring it with them, FULLY COMPLETED, on the test day. If your child does not bring the form with them they may not be able to sit the test.**

| Section 2 - Parental Disclosure. To be completed by the parent/carer                     |                        |
|------------------------------------------------------------------------------------------|------------------------|
| I can confirm that my child is fit and well and is able to sit the admission test today. | Parent/Carer Signature |
| Please print name                                                                        | Date of test           |

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