



**Supplementary Information  
Form for Applications for Admission in September 2019**

**St Joseph's Catholic Primary School, Newbury**

If you are expressing a preference for a place for your child at a Catholic school and wish to apply under the faith criteria, or if a social services officer or medical doctor has recommended that your child should be placed at this School, you should complete this Supplementary Information Form (SIF).

- The completed SIF, together with all supporting documentation (see Notes below) **should be returned to the school** by the closing date set by the Local Authority for the return of the Common Application Form (CAF).
- If you are applying to more than one Catholic school you will need to complete a separate SIF for each school.
- **If you do not complete the SIF (this form) and return it to the school with all supporting documentation by the closing date, your child will not be placed in the appropriate Oversubscription Category and this is likely to affect your child's chance of being offered a place.**
- Remember – you **must** also complete the CAF. The SIF is not valid without a completed CAF.

Name of child: .....

Address of child: .....

.....

.....

NOTE: when completing the CAF it is important that you provide details of any siblings (brothers or sisters) who will be attending the Catholic school at the proposed time of admission. If this information is not provided, the admission authority of the Catholic school may not be able to place the application within the correct Oversubscription Category.

Religious Status of child (please indicate by a tick in the appropriate box):

1. Catholic
2. Member of other Christian denomination
3. Member of other faith

Catholic parish in which your child lives: .....

**1. Evidence of Catholic baptism/reception**

If application is being made for a place at the school for a Catholic child, evidence of Catholic baptism or reception into the Catholic Church is required. A copy of a certificate of Catholic baptism or certificate of reception into full communion of the Catholic Church should be provided at the same time as this form is returned to the school.

**2. Evidence of Catholic Practice**

Complete and sign this section of the form and hand it to your parish priest or the parish priest at the church at which you normally attend Mass. He will complete the form and return it to you.

**Tick one box only:**

- I /we attend Sunday Mass weekly
- I /we attend Sunday Mass at least monthly
- I/we attend Sunday Mass less than monthly

**Priest's signature**

|  |
|--|
|  |
|  |
|  |

Signature of parent/carer: .....

Date: .....

**To be completed by a Catholic priest only**

I confirm the above statement.

The child is a baptised Catholic / has been received into the Catholic Church.

Priest's name: ..... Parish stamp/seal:

Parish: .....

Address: .....

Priest's signature: ..... Date: .....

**3. Other denominations/faiths**

If an application is being made for a place at the school as a member of another Christian denomination or another faith, a letter confirming membership of that Christian denomination or faith and signed by the appropriate minister of religion or faith leader will be required. The letter should be provided at the same time as the SIF (this form) is returned to the school.

**4. Strong social or medical grounds for admission**

If your child has strong social or medical grounds for admission to the School as described in Section 12B - Tie Breakers, please tick the relevant box(es) below. A copy of the written recommendation made by the social services officer or medical doctor should be provided at the same time as this form is returned to the school.

- 1. Strong social need, as recommended by a social services officer
- 2. Strong medical need, as recommended by a medical doctor

**Checklist**

Have you:

- enclosed a copy of baptism certificate or certificate of reception into the Catholic church (where applicable)?
- enclosed a letter confirming membership of a Christian denomination or other faith (where applicable)?

Have you completed and returned your local authority's CAF (Common Application Form)?

**Declaration**

Any offer of a place will be on the basis that the information supplied is accurate and up to date. Please read the declaration below and sign the form.

**I confirm that I have read the Admissions Policy of the school and certify that the information given on this form is correct. I understand that any place offered will be withdrawn if I give false information, even if my child has started at a new school.**

**Signature of parent/carer:**

**Print name:**

Date:

The data on this form will only be used within the school admissions system and will not be divulged to any third party outside the current Data Protection legislation.

**The closing date for submitting the supplementary form is 15 January 2019.**

- The school application form must always be completed even if you are providing a supplementary application form. You can apply on-line at: [www.westberks.gov.uk/primaryadmissions](http://www.westberks.gov.uk/primaryadmissions)
- You must return this form by hand or post to St. Joseph's Catholic Primary School, Newport Road, Newbury, RG14 2AW or scan and email to [office@stjosephs.w-berks.sch.uk](mailto:office@stjosephs.w-berks.sch.uk)
- Failure to return a completed copy of this form by the closing date will mean that an admission request for denominational reasons will not be considered.