

St Paul's Catholic Primary School, Tilehurst



SUPPLEMENTARY INFORMATION FORM (SIF) FOR ADMISSION FROM SEPTEMBER 2019

This form should be read and completed with reference to the School's Admissions Policy.

This form must be returned to the School office.

If you are expressing a preference for a place for your child at a Catholic school and wish to apply under a faith criteria, (oversubscription categories 1 – 2 and 4 – 7) you should complete this Supplementary Information Form (SIF).

- The completed SIF, together with all supporting documentation (see 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 correct oversubscription category and this is likely to affect your child's chance of being offered a place. **The SIF must be properly signed and dated by a parent/carer and, where applicable, by a priest.**
- **Remember, you MUST also complete a Common Application Form (CAF) from your Local Authority. Without a completed CAF, the submission of this form is NOT a valid application.**

DETAILS OF CHILD (Please complete a separate form for each child applying for a place)

(Please use BLOCK CAPITAL LETTERS)

Child's Surname: _____ Forenames: _____

Address: _____

Post Code: _____ Mobile No: _____

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

Catholic

Unbaptised child of baptised Catholic parent

Member of other Christian denomination

Member of other faith

Catholic parish in which your child lives (if applicable):

SUPPORTING DOCUMENTATION

It is strongly recommend that all supporting documentation requested below is supplied. Failure to submit this information will prevent your child being placed in the correct oversubscription category and may result in the application not being successful.

All documents should be provided at the same time as this form is returned to the school.

APPLICATION FOR A BAPTISED CATHOLIC CHILD/UNBAPTISED CHILD OF A BAPTISED CATHOLIC PARENT

1. Evidence of Catholic Baptism/Reception

- A copy (not the original) of the child's (or, if applicable, the parent's) Baptism certificate **OR**
- A copy of Notification of Reception into full communion of the Catholic Church via the Rite of Christian Initiation. **OR**
- If no certificate is available, an original letter from the relevant parish office, on parish headed paper, confirming Baptism or Reception and containing the parish stamp or seal. **Letters sent by email will not be accepted.**

For School Use Only

Date received:/...../..... Category:

Documents received: 1. 2.

To be completed by a Catholic priest only

The child (or parent, if applicable) is a baptised Catholic / has been received into the Catholic Church.

Priest's name: Parish stamp/seal:

Parish:

Address:

Priest's signature: Date:

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:

Priest's signature

I /we attend Sunday Mass weekly

I /we attend Sunday Mass at least monthly

I/we attend Sunday Mass less than monthly

APPLICATION FOR A NON-CATHOLIC PUPIL

- A letter confirming church membership provided by a Minister of Religion/Faith Leader.

CHECKLIST

Have you:

- enclosed a copy of the child's baptism certificate (where applicable)?
- enclosed a copy of parent's baptism certificate or certificate of reception into the Catholic Church (where applicable)?
- completed the section on Catholic Baptism and **obtained the priest's signature** (where applicable)?
- completed the section on Evidence of Catholic Practice and **obtained the priest's signature** (where applicable)?
- enclosed a letter confirming membership of a Christian denomination or other faith (where applicable)?
- **SIGNED AND DATED THE FORM YOURSELF? The SIF is not valid without a parent/carer's signature and, where applicable, the signature of a priest.**
- 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.