

Information for Parents

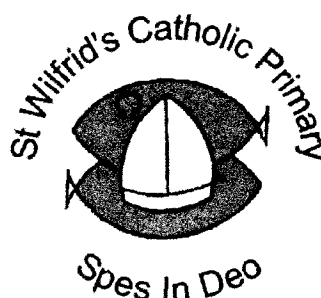
Starting School in September 2024

Appendix 2

(South Schools)

South Schools by Town which use a Supplementary Information Form (SIF)

| Town | School Name |
|---------------|--|
| Angmering | St Wilfrid's Catholic Primary School |
| Arundel | Arundel CE Primary School |
| Arundel | St Philip's Catholic Primary School |
| Ashurst | Ashurst CE Primary School |
| Bognor Regis | Nyewood CE Infant School |
| Bognor Regis | St Mary's Catholic Primary School |
| Bury | Bury CE Primary School |
| Chichester | Rumboldswyke CE Primary School |
| Chichester | St Richard's Catholic Primary School |
| Clapham | Clapham & Patching CE Primary School |
| Clymping | St Mary's CE Primary School |
| Felpham | Bishop Tufnell CE Primary School |
| Findon | St John The Baptist CE Primary School |
| Henfield | St Peter's CE Primary School |
| Littlehampton | St Catherine's Catholic Primary School |
| Shoreham | St Nicolas & St Mary's CE Primary School |
| Shoreham | St Peter's Catholic Primary School |
| Westhampnett | The March CE Primary School |
| Worthing | Broadwater CE Primary School |
| Worthing | English Martyrs Catholic Primary |
| Worthing | Goring CE Primary School |
| Worthing | Heene CE Primary School |
| Worthing | St Mary's Catholic Primary School |



St Wilfrid's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Arundel Road, Angmering, West Sussex BN16 4JR

Telephone: 01903 782188

Email: admin@stwilfridsang.co.uk

www.stwilfridsangmering.co.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year **2024-25**, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- For an In-Year Admission in the Year **2024-25**, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- You **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS**Child Details**Surname Forenames (in full) Gender Boy ☐ Girl ☐ Date of birth: / / Child's Home Address Post Code: Is the child resident in the parish of East Preston with Angmering or Rustington? Yes ☐ No ☐(Zoomable maps of the parishes are available at: www.abdiocese.org.uk/education/find-a-school)Home Telephone Number Proposed Date of Admission **Parent/Carer Details**Name (in full) Address
(if different from child) Contact telephone number(s) Email Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: _____ Year Group: _____

Name of child: _____ Year Group: _____

Name of child: _____ Year Group: _____

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.

Applications from Catechumens or Candidates for Reception - evidence required:

If application is being made for a place at the school where the parent/carers is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. A letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The letter and a certificate of baptism or reception from the authorities of that Church should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

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

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carers)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **St. Wilfrid's Catholic Primary School, Angmering** as one of my preferred schools*

Yes ☐ No ☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants) or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Letter from priest and certificate of Baptism / Reception (for members of an Orthodox Church)
 - ☐ Letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

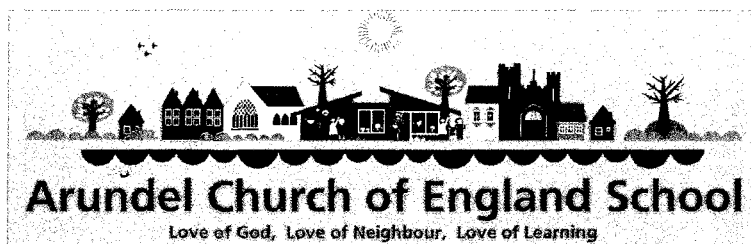
The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: The Admissions Manager at St Wilfrid's Catholic Primary School, Arundel Road, Angmering, West Sussex BN16 4JR

Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024.**

Note: The school is committed to protecting the information provided by parents/carers and using it only for the purpose for which it was obtained. For information on the school's Privacy Notice please look on the school website or contact the school for a hard copy.



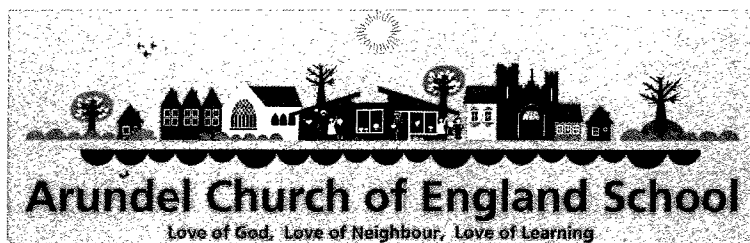
Application Form for Arundel Church of England Primary School

| | |
|-------------------------|----------------|
| Child's Details: | |
| Surname: | Forename: |
| Middle Name(s) | Date of Birth: |
| Boy or Girl: | |
| Address: | |
| Post Code: | |
| Home Telephone No.: | |

| | |
|---|-----------|
| Mother's Details: | |
| Surname: | Forename: |
| Address (<i>if different from child's</i>): | |
| Post Code: | |
| Home Telephone No.: | |

| | |
|---|-----------|
| Father's Details: | |
| Surname: | Forename: |
| Address (<i>if different from child's</i>): | |
| Post Code: | |
| Home Telephone No.: | |

| |
|--|
| Please give detail for your application (e.g. moving into area, siblings, starting school): |
| |



| |
|--------------------------------------|
| Previous Nursery/Playschool/School: |
| Requested date or term of admission: |

| |
|--|
| Requested date or term of admission: |
| Names & dates of birth of siblings already attending Arundel CofE (Aided) Primary: |
| Name..... Date of Birth: |
| Name: Date of Birth: |
| Name: Date of Birth: |

| | | | | | | | |
|--|---|---|---|---|---|---|---|
| <i>Please state under which category you wish to make your application. Please circle one category only:-</i> | | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |

I understand that this form is **not** an offer of a place and I confirm that the information given above is correct

Signed:

Parent/Guardian Date:

If you wish your application to be considered under category 2 or 5, please pass this form to Father David Twinley of St Nicholas Church, Arundel for verification. If in the case of category 6, please pass to your priest for verification.*

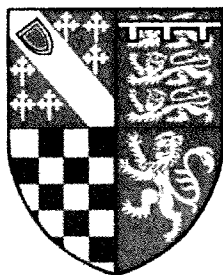
I can/cannot confirm that this family has regularly attended the Church of St Nicholas Arundel for a minimum of one day per month for a minimum of six months prior to application.

.....

Signed:

Print Name: Date:

*In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.



St Philip's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

London Road, Arundel, West Sussex, BN18 9BA

Telephone: 01903 882115

Email: office@st-philips.w-sussex.sch.uk

www.stphilipsarundel.org.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- For an In-Year Admission in the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- You **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS**Child Details**

Surname

Forenames (in full)

Date of Birth

 / / Child's Home
Address Post Code:

Is the child resident in the parish of Arundel or Storrington?

Yes ☐No ☐(Zoomable maps of the parishes are available at <https://www.abdiocese.org.uk/education/find-a-school>)

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address

(if different
from child)Contact
telephone
number(s)Email
Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: _____

Year Group: _____

Name of child: _____

Year Group _____

Name of child: _____

Year Group _____

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.**Applications from Catechumens or Candidates for Reception - evidence required:**

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism/reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carer)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority Showing **St Philip's Catholic Primary School, Arundel** as one of my preferred schools*

Yes

☐

No

☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants) or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Certificate of Baptism / Reception or letter from priest (for members of an Orthodox Church)
 - ☐ Certificate of Baptism or letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to:

The Admissions Secretary, St Philip's Catholic Primary School, London Road, Arundel, West Sussex BN18 9BA.

Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024.**

**ASHURST CE AIDED PRIMARY SCHOOL
GOVERNORS' ADMISSIONS POLICY**

CONFIDENTIAL

APPLICATION FOR ADMISSION TO ASHURST CE (AIDED) SCHOOL

Names & Address of * Parent/s; Guardian/s; Person(s) having actual custody:

Post Code:

Telephone Number:

Names of brothers/sisters:

Date of Birth of brothers/sisters:

Please state which criterion and number you are applying under, according to the Admissions Policy, and supply any necessary supporting papers eg clergy reference (please see attached):

Signature of *Parent(s)/Guardians/Person(s) having actual custody:

Date:

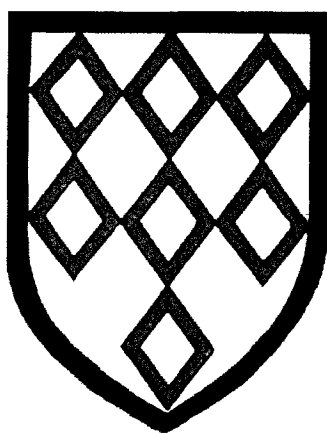
Applications to be in by 15th January 2024.

The LA will inform parents of the Governors' allocation of places on/after 16th April 2024.

Please note that for all of the above criteria, the postal address of the child will be that of the parent or parents with whom he resides.

* Please delete where applicable.

NYEWOOD CE INFANT SCHOOL



APPLYING FOR A PLACE
NYEWOOD CE INFANT SCHOOL
2024/2025

Applying for a place at Nyewood CE Infant School

Nyewood CE Infant School is a voluntary aided Church of England School and as such the Governors are responsible for determining the admissions of pupils.

The school has an agreed admission number of 90 pupils for entry into Year R. The school will accordingly admit up to 90 pupils in the relevant age group each year if sufficient applications are received. All applicants will be admitted if 90 or fewer apply. If the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs (SEN) or Education, Health and Care Plan (EHCP) where the school is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

Oversubscription Criteria

The following admission criteria are applied strictly in order and when making their application parents should state which number their application is based on.

- ☐ 1. Children who are children looked after (CLA) and all previously children looked after. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to child arrangements order or special guardianship order). (See note 1)
- ☐ 2. Children of parents or legal guardians with at least one parent who is a regular worshipper at the churches of • St Richard, Aldwick • St Wilfrid, Bognor • St Thomas A'Becket, Pagham • Holy Cross, North Bersted • St Mary Magdalene, South Bersted. (See note 2)
- ☐ 3. Children who have a sibling attending Nyewood CE Infant School at the time of admission. Sibling is defined in these arrangements as children who live as brother and sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. (See note 3)
- ☐ 4. Children who will have a sibling attending the linked Nyewood CE Junior School at the time of admission. Sibling is defined in these arrangements as children who live as brother and sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. (See note 4)
- ☐ 5. Children who need a place at the school on exceptional and compelling psychological or medical grounds. (See note 5)
- ☐ 6. Children resident within the local authority catchment area.
- ☐ 7. Children whose parents are regular worshippers at any other Christian church (See note 6)
- ☐ 8. Any other children by distance from the school, with priority for admission given to children who live nearest to the school as measured using Ordnance Survey data to plot an address in this system. Distances are measured from point data from a central point in the child's home and the school building.

Note 1, Under category 1. Evidence is required to support applications for Children Looked After or previously Children Looked After who ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). Applications for Children Looked After should be made by the relevant social worker. Applications for Children who are adopted should be supported by a copy of the new birth certificate, adoption order, child arrangements order or special guardianship order and a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

Note 2, Under category 2. 'Regular' is defined as attending Sunday service at least once a month for the past 12 months. If applying under this category, please ask your parish priest for a letter to attach to this application. If the applicant has moved from another place of worship on the preceding 12 months, we also need a supporting letter from the priest or minister from the previous place of worship.

Note 3, Under category 3. It is the parent's responsibility to tell the admissions team about sibling links at the time of application.

Note 4, Under category 4. It is the parent's responsibility to tell the admissions team about sibling links at the time of application.

Note 5, Under category 5. Unless a child has a statement of SEN or EHCP naming the school, parents must provide a letter from a qualified person (usually a doctor or social worker) stating clearly why it is essential that the child attends this particular school.

Note 6, Under category 7 (i.e. a church that is a full member of Churches Together in Britain and Ireland or of the Evangelical Alliance). If applying in this category. Please ask your priest for a letter to attach to this application and state which church.

Admission Procedure

The LEA and the school must receive applications for admission by the date published in the Admission Timetable in the year prior to starting school. Parents will be made aware about procedures from the Local Authority. Applications should be returned to the Local Authority and parents will be able to give up to three preferences for schools. The Local Authority will notify parents of the school place that is offered. As we are a Church Aided school, the Governors are the admission authority for allocating places and this is based strictly on the oversubscription criteria, which are detailed previously. These are only applied when the school is oversubscribed. In order to allocate places, parents will need to complete our Additional Information Form and return it to the school office.

This is in addition to the Local Authority form. Please note that your application will be affected unless both forms have been submitted.

Appeals Procedure

The Governors are not permitted to exceed 30 in a class under the Government's Infant Class Size legislations. Additional children may be admitted under limited exceptional circumstances as defined in the School Admission Code 2014. Parents who do not get a preferred place at the school have a 'Right of Appeal'. An independent panel hears all appeals. Parents wishing to exercise this right should write to the Clerk to Governors c/o the school within the following dates.

Parents will have 20 school days, following notification of refusal of a place, to lodge an appeal to an independent panel. Parents will receive at least 10 school days' notice of the appeal hearing;

For applications made in the normal admissions round, appeals will be heard within 40 school days of the deadline for lodging appeals;

For late applications, appeals should be heard within 40 school days from the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged;

Parents wishing to appeal should write to the Clerk to the Governing Body c/o Nyewood CE Infant School, Brent Road, Bognor Regis, West Sussex, PO21 5NW or apply online at: <https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-places/school-appeals> or in writing to West Sussex County Council at the address detailed below.

The timescales are set out in the Appeals Timetable which is published on the school website www.nyewood-inf.w-sussex.sch.uk.

Important Information

Those who are not successful in obtaining a place may, if they wish, have their application placed on a waiting list. As vacancies arise, applications on file, together with late applications, will be offered places in priority according to the admissions criteria and not according to the date of application or the date being entered onto the waiting list. Children Looked After, previously looked after children and those allocated a place in accordance with a Fair Access Protocol will take precedence over those on the waiting list.

Following the offer of a place at our school, we shall write to you with more information and ask you to confirm your acceptance of a place in writing within 20 school days from the date on the letter.

- All children will be offered full time education in the September following their fourth birthday
- A child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made: and
- Where the parents wish, the child may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Parents may seek a place for their child outside of their normal age group. In addition, parents of a child born between 1 April and 31 August (summer born) may choose not to send that child to school until the September following their fifth birthday and may request they are admitted out of their normal age group, which is to Year R instead of Year 1. Parents' requests should be received in writing at the time of application.

Admissions for children coming from overseas will be treated in accordance with European law or Home office rules for non-European Economic Area nationals.

Department for Education 2014 School Admission Code and the 2012 School Admission Appeals Code.

WE APPLY FOR ADMISSION OF OUR CHILD IN THE CATEGORY TICKED ON THE PRECEDING PAGE.

Christian Name _____ Middle name _____

Legal Surname _____

Preferred Forename (if different) _____

Date of Birth _____ Gender _____

Proposed month of admission _____

Parent/Carer name _____

Current Home Address

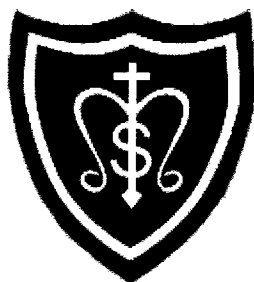
Postcode _____ Home Telephone _____

Mobile Number _____

Siblings:

Will there be any siblings attending Nyewood CE Infant School at the date of admission for the above child?

Yes / No* delete as appropriate



St Mary's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Glamis Street, Bognor Regis, West Sussex, PO21 1DJ

Telephone: 01243 822287

Email: office@stmarysbognor.co.uk

www.st-marys-bognor.co.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024–25, the completed SIF, together with all supporting documents, should be returned to the school by **15th January 2024**.
- For an In-Year Admission in the Year 2024–25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- You **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS**Child Details**

Surname

Forenames (in full)

Date of birth:

Child's Home
Address

Post Code:

Is the child resident in the parish of Bognor Regis and Slindon?

Yes

☐

No

☐(For zoomable map of the parish see link: <https://www.abdiocese.org.uk/education/find-a-school>)

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address
(if different
from child)Contact
telephone
number(s)Email
Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: Year Group: Name of child: Year Group Name of child: Year Group

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.

Present Parish ***:

The application should be supported by the Parish Priest's signature and stamp. Please ask your Parish Priest to sign/stamp the box below ***

NOTE: This box to be completed by priest(s) only

Name of Parish Priest(s):

Signature of Parish Priest(s):

Date:

Affix Parish stamp(s) or seal(s), right:

*** The priest concerned would be the priest where the parent/carer normally worship or, if they do not practise their faith by attending Mass, the parish priest of the parish in which they are resident.

Applications from Catechumens or Candidates for Reception - evidence required:

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism/reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carer)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **St Mary's Catholic Primary School, Bognor** as one of my preferred schools*

Yes ☐ No ☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ My parish priest has signed/dated the correct section of the form (for Catholic applicants)
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants) or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Certificate of Baptism/Reception or letter from priest (for members of an Orthodox Church)
 - ☐ Certificate of Baptism or letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Catholic Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: The Admissions Manager at St Mary's Catholic Primary School, Glamis Street, Bognor Regis, PO21 1DJ

Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024**



SUPPLEMENTARY INFORMATION FORM BURY C OF E SCHOOL

Parents should fill in this form when applying for a place at the school and should ensure that they have a copy of the admission policy prior to completing the form and returning it to the school by the closing date for admission applications.

Pupil Information:

Surname of child:

Other Name(s):

Date of birth:

Name of parent(s)/guardian(s):

Home address:

Home telephone:

Daytime telephone (if different):

Name and denomination of church which family attends, length of attendance and frequency:

Name of Church of England Parish in which you live:

Name of Minister (who can confirm your church/ attendance):

Address of Minister:

NB: If you have moved recently, please give the name & address of your previous minister.

Signed:

Date:

(Parent/guardian)

CLERGY REFERENCE

The parents/guardians of the child named above have applied for a place at this school and have given your name as a referee. Would you kindly complete this form and return it to the family?

Is your church Anglican? Yes ☐ No ☐

If no, is your church either a full or associate member of the Churches Together in Britain and Ireland or the Evangelical Alliance? - Full member/associate member

Have the family worshipped at your church for 6 months? Yes ☐ No ☐

In the event that during the period specified for attendance at worship the church [or, in relation to those of other faiths, relevant place of worship] has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church [or in relation to those of other faiths, relevant place of worship] or alternative premises have been available for public worship".

Do they attend church worship at least fortnightly? Yes ☐ No ☐

Signed:

Date:

(Church Minister)

NB In the event of an appeal, the information used on this form may be submitted to the panel as evidence.

CONFIDENTIAL - RUMBOLDSWHYKE PRIMARY SCHOOL

FOUNDATION PLACE - SUPPLEMENTARY INFORMATION FORM

(PLEASE NOTE THAT IF YOUR CHILD HAS AN EDUCATION, HEALTH AND CARE PLAN (EHCP) YOU SHOULD DISCUSS THE MATTER OF HIS/HER CHOICE OF SCHOOL DIRECTLY WITH THE LOCAL AUTHORITY IN THE FIRST INSTANCE.)

Application for Reception place September 2024 or

(delete as appropriate)

Application for In Year admission into Year 1 / 2 / 3 / 4 (please circle) during academic year 2023-2024

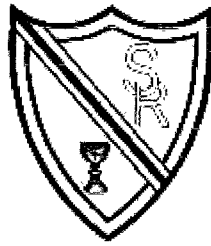
TO BE COMPLETED IN BLACK INK

| | |
|-------------------------------|---|
| Pupil's legal surname: | Legal forename: |
| Middle name(s): | Chosen name (if different to legal name): |
| Date of birth: | Male / Female (delete as applicable) |
| Address House name/number: | Street: |
| Area/village: | Postal Town: |
| County: | Postcode: |
| Home Telephone: | Local Authority for this address: |

Please give names of parent(s)/guardian(s) who live at the same address as the pupil

| | |
|---|------------------------|
| Surname: | Title: |
| Forename: | Relationship to pupil: |
| Does this person have Parental Responsibility? YES / NO | |
| Daytime telephone: | Mobile telephone: |
| Email address: | |
| Surname: | Title: |
| Forename: | Relationship to pupil: |
| Does this person have Parental Responsibility? YES / NO | |
| Daytime telephone: | Mobile telephone: |
| Email address: | |
| Pupil's Present School: | |
| Does he/she have any brothers or sisters who will be attending Rumboldswwhyke Primary School at the time of admission? YES / NO | |
| If so, which Year Group will the sibling be in (at time of admission): | |

| | | | | | | | | |
|---|---|--------|---|----------------|------------|---|----------|--------|
| Of which Christian denomination, if any, are you a member? | | | | | | | | |
| What Church or Chapel do you attend or are you associated with? | | | | | | | | |
| Are you on your Church's Electoral Roll or its equivalent? YES/NO | | | | | | | | |
| <i>"In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of the admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship".</i> | | | | | | | | |
| Please give the name and address of your parish priest or minister and ask him/her to contact our office directly at office@rumboldswyke.org.uk , for the required Church Support Form that must be completed and returned, under separate cover, to arrive no later than 31 st January 2024 | | | | | | | | |
| Title and Initials: | | | | Surname: | | | | |
| House Name/Number: | | | | Street: | | | | |
| Area/village: | | | | Postal Town: | | | | |
| County and Postcode: | | | | Email address: | | | | |
| If you have joined the above Church, from another Church, within the last two years, please give the name and address of your previous parish priest or minister and ask him/her to contact our office directly at office@rumboldswyke.org.uk , for the required Church Support Form that must be completed and returned, under separate cover, to arrive no later than 31 st January 2024 | | | | | | | | |
| Title and Initials: | | | | Surname: | | | | |
| House Name/Number: | | | | Street: | | | | |
| Area/village: | | | | Postal Town: | | | | |
| County and Postcode: | | | | Email address: | | | | |
| Please attach if necessary, any information which may be relevant to this application. <i>Applicants for Category C places should attach appropriate documentation from a qualified person (usually a doctor or social worker) stating clearly the exceptional reasons why the child should attend Bishop Luffa School.</i> | | | | | | | | |
| DOES YOUR CHILD HAVE A CURRENT EHCP? (section 3.5(7) of the Admissions Arrangements 2023) | | | | | | | YES / NO | |
| IS YOUR CHILD 'LOOKED AFTER' OR 'WAS PREVIOUSLY LOOKED AFTER'? (section 3.5(6) of the Admissions Arrangements 2023) | | | | | | | YES / NO | |
| Are you a member of staff at Bishop Luffa School who has been employed on a permanent contract for at least two years? (section 3.5(8) of the Admissions Arrangements 2023) | | | | | | | YES / NO | |
| Signed: | | | | Date: | | | | |
| REMINDER – HAVE YOU ARRANGED FOR A CHURCH SUPPORT FORM TO BE COMPLETED? | | | | | | | | |
| TO BE RETURNED TO THE SCHOOL BY 14th January 2024 (RECEPTION APPLICATIONS ONLY) | | | | | | | | |
| TO: RUMBOLDSWHYKE ADMISSIONS, BISHOP LUFFA SCHOOL, WESTGATE, CHICHESTER, PO19 3HP | | | | | | | | |
| FOR OFFICE USE ONLY | | | | | DATE STAMP | | | |
| EHCP | | O/PDA | | | | | | |
| CLA/PCLA/SGO | | CSF | | | | | | |
| Staff | | Parish | | | | | | |
| Sibling | | Other | | | | | | |
| Category | 1 | 2 | 3 | 4 | 5 | 6 | 7 | AGREED |



KNOW LOVE SERVE

St Richard's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Cawley Road, Chichester, West Sussex PO19 1XDB

Telephone: 01243 784549

Email: office@strichardsprimary.co.uk

www.strichardsprimary.co.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024–25, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- **For an In-Year Admission in the Year 2024–25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.**
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- For a Reception Year Admission in the normal round you **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS**Child Details**

Surname

Forenames (in full)

Date of birth:

Child's Home
Address

Post Code:

Is the child resident in the parish of Chichester, Selsey & the
Witterings (Our Lady and the Saints of Sussex)?Yes ☐No ☐(For zoomable maps of the parishes see www.abdiocese.org.uk/education/find-a-school)

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address
(if different
from child)Contact
telephone
number(s)Email
Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: _____

Year Group: _____

Name of child: _____

Year Group _____

Name of child: _____

Year Group _____

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.**Applications from Catechumens or Candidates for Reception - evidence required:**

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism/reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter from the minister should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carers)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **St Richard's Catholic Primary School, Chichester** as one of my preferred schools*

Yes ☐ No ☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants), or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Certificate of Baptism/Reception or letter from the priest (for members of an Orthodox Church)
 - ☐ Certificate of Baptism or Letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: The Admissions Officer at St Richard's Catholic Primary School, Cawley Road, Chichester, West Sussex PO19 1XB.

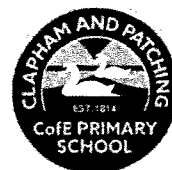
Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024.**

CONFIDENTIAL

Clapham and Patching CofE Primary School

Supplementary Information Form (SIF) (For entry in September 2023 onwards)



PART 1 - TO BE COMPLETED BY PARENT(S)/CARER(S) WHO THEN PASS TO PRIEST OR MINISTER TO COMPLETE PART 2

Full Name of Child

Address

Date of Birth

Parent(s)/Carer(s) Surname..... Forename

Telephone No.:

Church and Parish

Name and Address of Priest or Minister

.....Post Code Tel No

PART 2 - TO THE PRIEST OR MINISTER

Places are allocated to the children of a parent or parents who fulfil the criteria as set out in the Admissions Policy.

This section is to be completed by the Priest or Minister for children of families who claim to worship regularly in your church. PLEASE COMPLETE IN YOUR OWN HANDWRITING.

In the event of a formal appeal by the parents against the Admission decision this form will be photocopied and sent to the parents.

The Parents/Carers have stated that they are a Church family regularly worshipping at your church.

A Church family is defined as parent(s)/carer(s) who attend(s) a Church Service at least once a month over a period of at least one year immediately preceding the closing date for applications and whose application is supported by the appropriate minister.

Could you please confirm that this is the case? YES/NO

If the parent has moved churches in that period, confirmation will be required from all relevant ministers.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the or alternative premises have been available for public worship.

Please confirm whether your church is affiliated to:
Churches Together in Britain and Ireland YES/NO or
Evangelical Alliance YES/NO or FIEC YES/NO

Signed (Priest or Minister)

Parish or Church Date

TO BE RETURNED BY THE PARENT(S)/CARER(S) AND BY THE WEST SUSSEX APPLICATION DEADLINE

To: The School Office (Admissions), Clapham and Patching CofE Primary School, The Street, Clapham, Worthing, West Sussex, BN13 3UU

St. Mary's C. E. Primary School

Brookpit Lane, Clymping, Littlehampton, West Sussex, BN17 5QU

Tel: 01903 714325 · email: office@st-marysclymping.w-sussex.sch.uk · www.stmarysclymping.org.uk



Headteacher: A. Morrissey

Supplementary Information Form St Mary's CE (Aided) Primary School

Please complete in capital letters and using black ink

School Year Entry: _____

Child's Full Legal Name: _____

Home Address: _____

Post Code: _____

Home Tel No: _____ Alternative Contact No: _____

Child's Date of Birth: _____

Names of parents and/or legal guardians:

(please state relationship of guardian to child)

Mother/Guardian's Name: _____

(delete inappropriate title)

Father/Guardian's Name: _____

(delete inappropriate title)

Any Other Information you think we should know:

Church Links

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship

Please give details of links, if any, which you have with your Church:

- Eg:
- Attendance at worship
 - Participation in other Church visits
 - Voluntary work for the Church

Name of Church: _____

If you would like your parish priest/minister to support your nomination, please ask him/her to sign below:

Signature of priest/minister: _____

Name of priest/minister: _____
(block capitals please)

Address for correspondence: _____

Any other comments or statements to support your application for your child's admission to St Mary's CE Primary School Clymping:

Please indicate if you will be applying to any other Schools: **Yes/No**

Parent/Guardian Signature Date

Please return your completed form to St Marys CE Primary School for the attention of the School Office.

Office Use Only:

Date Received:

Acknowledged

Category

Approval

Accepted



Supplementary Form for Admission
for Church Aided Schools

Bishop Tufnell C.E. (Aided) Primary School
Pennyfields, Felpham, Bognor Regis,
West Sussex, PO22 6BN

Telephone: 01243 584412

Email: office@tufnell.org

Website: <https://btjs-wsussex.secure-dbprimary.com/wsussex/primary/btjs>

| | |
|---|---|
| Full Name of Child | Date of Birth <small>(please bring in Birth Certificate for checking)</small> |
| Boy or Girl | |
| Father's Name | |
| Mother's Name | |
| Address | |
| | Post Code |
| Telephone Numbers | |
| | |
| Brothers/Sisters Names | Date of Birth |
| I apply for a place at the school under criteria of the Admission Policy | |
| | |
| Signed | Date |



Bishop Tufnell CE Primary School

This form to be completed if applying under Criteria 2, 4 or 5.

Church Support For

Application for Entry in September _____

Full name of child

Address

Date of Birth _____

Church and Parish

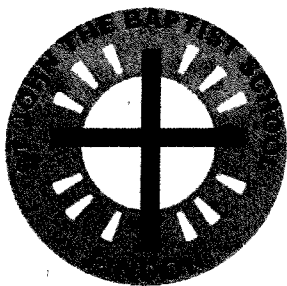
To be completed by the Incumbent or Minister for children of families who claim to be in active membership of the Church.

In the event of a Formal Appeal by the parents against the Admissions Committee's decision this form will be photocopied and sent to the parents.

I confirm that the above child's parents attend _____
Church at least fortnightly and have done for at least two years.

Signed _____ Incumbent or Minister





St John the Baptist C of E (Aided) Primary School

School Hill, Findon, West Sussex BN14 0TR

Tel: 01903 873072

Email: office@stjbps.co.uk

Website: <https://www.stjbps.co.uk/>

Headteacher: Mrs J Sharrock

SUPPLEMENTARY INFORMATION FORM

The Admissions Policy for this school is attached to this form.

We wish to apply for entry to St John the Baptist C of E Primary School under category 3, 5, 6 & 8 of the oversubscription criteria. Please indicate the category for which you are applying:

- For category 3, we attach supportive evidence and have completed child's name, date of birth below.

Or

- For category 5, 6 & 8 we confirm we have attended Church at least monthly for a period of or he/she was baptised on (date of baptism).

The church attendance form below will also need to be completed by your member of the clergy.

Child's name Date of birth.....
Parent/Carer Name Date
Signature

Supplementary Information Form for Church Attendance

As part of the school's admission procedure, we need to collect information regarding church attendance. Please could you confirm the parents' attendance of worship at your church, as stated above. If there any comments you would like to make concerning any social circumstances affecting attendance at worship, which you are aware of, please give details. Thank you for your help.

I confirm that the family of the following address

.....
worship atChurch. I would also like to make the following additional comments:

Print Name Role in Church

Signed



PROUD TO BE A
MUSIC MARK
SCHOOL
2022 - 2023



Healthy School



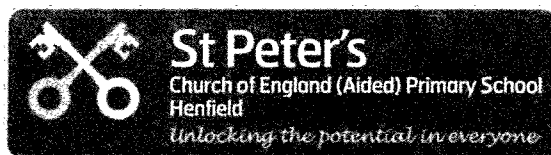
Eco-Schools



West Sussex County Council
TRAVEL MARK AWARD



west
sussex
county
council



| | |
|---|--|
| Fabians Way Henfield West Sussex BN5 9PU | Tel : 01273 492447 Email : office@stpetershenfield.org.uk Web : www.stpetershenfield.org.uk |
|---|--|

CLERGY REFERENCE FORM FOR RECEPTION ADMISSION

The Governors of St. Peter's Church of England (Aided) Primary School, Fabians Way, Henfield, West Sussex give priority to admitting children of **Parents who are committed* to regular worship** at St. Peter's Church, Henfield, St. Giles Church, Shermanbury and St. Peter's Church, Woodmancote or a place of worship of a church that is a full member of the Churches Together in Britain and Ireland or of the Evangelical Alliance.

*Committed is to demonstrate a commitment by attending church more than once a month at a Sunday service for at least twelve consecutive months within the determination year. In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admissions arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

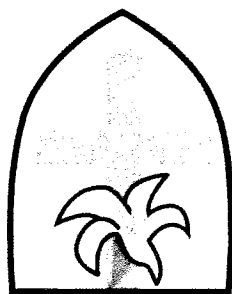
This completed form must be submitted to the school in addition to the Supplementary Information Form, by the national closing date for primary school applications, which can be found at www.westsussex.gov.uk/admissions

| | |
|--|------------------------------|
| I confirm that (Parent/s name/s) are committed worshippers at (Church name) of the address (Church address). | |
| Signed : | Date : |
| Name : | Title : (Priest/Minister) |
| Contact number : (Should we need to contact you regarding this Clergy Reference Form) | |

OFFICE USE:

Received by

Date:



St Catherine's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Highdown Drive, Littlehampton, West Sussex BN17 6HL

Telephone: 01903 716039 Fax: 01903 722521

Email: office@st-catherines.w-sussex.sch.uk

www.st-catherines.w-sussex.sch.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- For an In-Year Admission in the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- You **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS

Child Details

Surname

Forenames (in full)

Date of birth:

Child's Home
Address

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address
(if different
from child)

Contact
telephone
number(s)

Email
Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: _____

Year Group: _____

Name of child: _____

Year Group: _____

Name of child: _____

Year Group: _____

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.

Applications from Catechumens or Candidates for Reception - evidence required:

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism/reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carers)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **St Catherine's Catholic Primary School** as one of my preferred schools.*

Yes

☐

No

☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants) or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Certificate of baptism/reception or letter from priest (for members of an Orthodox Church)
 - ☐ Certificate of baptism or letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: The School Business Manager at St Catherine's Catholic Primary School, Highdown Drive, Littlehampton, West Sussex BN17 6HL

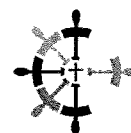
Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024.**



St Nicolas And St Mary C.E. Primary School

Supplementary Information Form



Bishop
Otter
Academy
Trust

Child's name in full (as per Birth Certificate) SURNAME

FORENAMES

Date of Birth Male/Female (delete as applicable)

Is your child looked after or previously looked after? Yes / No (delete as applicable)

['Children Looked After' are children who are in the care of the local authority (LA) as defined by section 22(1) of the Children's Act 1989. 'Previously looked after children' means children who were looked after but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order.]

PARENT(S)/CARER(S)/GUARDIAN(S)

Please give names of parent(s)/ carer(s) / guardian(s) who live(s) at the same address as the pupil or elsewhere.

1. Surname: Title:

Forename: Relationship To Pupil:

Full Address:

..... Post Code:

Home Phone Number: Work Phone Number:

Mobile Phone Number:

Email Address:

2. Surname: Title:

Forename: Relationship To Pupil:

Full Address:

..... Post Code:

Home Phone Number: Work Phone Number:

Mobile Phone Number:





CONFIDENTIAL
ST NICOLAS & ST MARY CE PRIMARY SCHOOL
CHURCH SUPPORT FORM



PART 1 – TO BE COMPLETED BY PARENT(S) / CARER(S)

Full Name of Child

Address

Date of Birth

Parent(s)/Guardian(s) Surname..... **Forename**

Telephone Number **Email address:**.....

Church and Parish

Name and Address of Priest or Minister

.....**Post Code** **Tel. No.**

PART 2 - TO THE PRIEST OR MINISTER

The Governors give places to the children of a parent or parents who fulfil the criteria as set out in the Admissions Policy.

This section is to be completed by the Priest or Minister for children of families who claim to worship regularly in your church.

In the event of a formal appeal by the parents against the Admission Committee's decision this form will be photocopied and sent to the parents.

The Parents/Carers have stated that at least one parent/carer worships regularly at your church. Regular worship is defined in the Admissions Policy as attending a main Church Service at least once a month over a minimum of a twelve-month period prior to application for admission*. Could you please confirm that this is the case by circling 'Yes' or 'No'? If neither is circled the Admissions Committee shall interpret it as a 'No'

YES / NO

** In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.*

Please confirm whether your church is a member of Churches Together in England (CTE) or Evangelical Alliance.

YES / NO



Email Address:

Name of church at which you regularly worship:

.....

Please give the name and address of your parish priest or minister and ask him / her to complete the enclosed church support form. Please ensure you return the church support form to St Nicolas and St Mary Primary School under separate cover to arrive no later than **15th January 2024**.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

Title: Initial(s): Surname:

Address:

..... Post code:

Telephone number:

Email address:

Reminder:

- Have you arranged for a church support form to be completed? ** Yes/No
(this is required if applying under **criteria 3 or 4**)
- Have you completed the official West Sussex County Council application form online stating the school as one of your preferences? Yes/No

Signed Date

TO BE RETURNED TO ST NICOLAS & ST MARY PRIMARY SCHOOL BY 15TH JANUARY 2024

To: The Governors (Admissions)
St. Nicolas and St. Mary Primary School
Eastern Avenue
Shoreham-by-Sea
West Sussex BN43 6PE



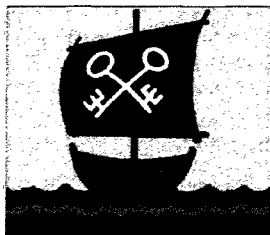
Signed (Priest or Minister)

Parish or Church

Date

TO BE RETURNED TO ST NICOLAS AND ST MARY CE PRIMARY SCHOOL BY 15th JANUARY 2024
(A dated receipt will be issued when an application is received.)

To: The Governors (Admissions), St. Nicolas and St. Mary CE Primary School, Eastern Avenue,
Shoreham-by-Sea, West Sussex BN43 6PE



St Peter's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Sullington Way, Shoreham by Sea, West Sussex BN43 6PJ

Telephone: 01273 454066 Fax: 01273 440257

Email: office@stpetersshoreham.co.uk

www.stpeterscatholicprimary.com

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25



Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria or the children of staff criterion, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- For an In-Year Admission in the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- For a Reception Year Admission in the normal admissions round you **must** also complete the Local Authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS**Child Details**

Surname

Forenames (in full)

Date of birth:

Child's Home
Address

Post Code:

Is the child resident in the parish of Adur Valley or Worthing & Lancing?

Yes ☐No ☐(A zoomable map of the parish is available at: www.abdiocese.org.uk/education/find-a-school)

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address
(if different
from child)Contact
telephone
number(s)Email
Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: _____

Year Group: _____

Name of child: _____

Year Group: _____

Name of child: _____

Year Group: _____

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

/ /

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.

Present Parish ***:

The application should be supported by the Parish Priest's signature and stamp. Please ask your Parish Priest to sign/stamp the box below ***

NOTE: This box to be completed by priest(s) only

Name of Parish Priest(s):

Signature of Parish Priest(s):

Date:

Affix Parish stamp(s) or seal(s), right:

*** The priest concerned would be the priest where the parent/carer normally worship or, if they do not practise their faith by attending Mass, the parish priest of the parish in which they are resident.

Applications from Catechumens or Candidates for Reception - evidence required:

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by an original confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism or reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism (where applicable) or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter from the minister should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Children with Exceptional and Compelling Needs:

Parents/carers wishing to have an Exceptional and Compelling Need considered with their application (criterion 2 or criterion 9 of the Admissions Policy) must submit original independent professional evidence which explains clearly why it is essential to attend St Peter's Catholic Primary School. The supporting evidence from the qualified professional must detail fully the child's needs and address the reason why these needs can only be met at St Peter's Catholic Primary School. (The evidence should be addressed to the Chair of Governors and either posted to the school by recorded delivery or, alternatively, handed to the school office and a receipt received). For entry into the Reception Year in September 2024, the evidence should be received by the closing date for applications of 15 January 2024. Please also refer to *note k.* of the Admissions Policy.

Application Declaration (to be signed by parent/carers)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **St Peter's Catholic Primary School, Shoreham** as one of my preferred schools*

Yes ☐ No ☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Parent/Carer Signature: _____

Signed: Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date: _____

NOTE: This box to be completed ONLY by applicants applying under the Children of Staff criterion

Surname: _____ Forename: _____

Date employment commenced at St Peter's: _____ Oversubscription Criterion No. I am applying for: _____

Address: _____

Postcode: _____ Tel No (Home): _____ Mobile: _____ Email: _____

I confirm I am a permanent member of staff in accordance with the school's admissions policy:

* I have been employed at the school for at least two years at the time of application (see note n.), and/or

* I have been recruited to a post at the school for which there is a demonstrable skills shortage

Signature of Parent/Carer: _____ Date: _____

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ My parish priest has signed/dated the correct section of the form (for Catholic applicants)
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants) or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Certificate of Baptism/Reception or letter from the priest (for members of an Orthodox Church)
 - ☐ Certificate of Baptism (where applicable) or letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Catholic Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: The Admissions Manager at St Peter's Catholic Primary School, Sullington Way, Shoreham by Sea, West Sussex BN43 6PJ.

Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024.**

Note: The school is committed to protecting the information provided by parents/carers and using it only for the purpose for which it was obtained. For information on the school's Privacy Notice, please look on the school website (www.stpeterscatholicprimary.com) or contact the school for a hard copy.



The March CE Primary Supplementary Information Form for Admissions

| To be completed by all applicants | |
|-----------------------------------|--|
| Child's Legal Surname | |
| Known as (if different) | |
| Christian Name | |
| Date of Birth | |
| Child's address | |
| | |
| Postcode | |
| Home telephone number | |

| | |
|--|---------------|
| <p>To be completed by those wishing to apply on the basis of being regular* worshipping Christians:</p> <p><i>*Regular defined as attending a least one service a month in last 12 months</i></p> <p>Please also ensure the Church Leader completes the box for 'Church Use only' on page 2. It is the parents / carers responsibility to ensure this is completed and returned to the school.</p> | |
| Religious Background (for applications under criteria 3 & 6) | |
| Have you attended at least one service each month for the last year? | YES/NO |
| <p>In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.</p> | |

| | |
|---|--|
| <p>To be completed by those wishing to apply on the basis of being a member of staff at The March continuously for the two years prior to the application for admission; or staff recruited to fill a vacant post for which there is a demonstrable skill shortage.</p> | |
| Member of staff name | |
| Position | |
| Date Employment commenced | |



The March CE Primary Supplementary Information Form for Admissions

| | |
|--|--------|
| Is this an application for recruitment for a post of which there is a demonstrable skill shortage? | YES/NO |
| All applicants should sign and date below: | |
| Parental signature | |
| Name (print) | |
| Date | |

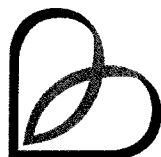
FOR CHURCH USE ONLY:

| | |
|--|--|
| Name of Church: | |
| I hereby certify that this family have attended the church for one service per month for at least one year preceding the date of this application. | |
| In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship. | |
| Signature of Church Leader | |
| Name (print) | |
| Date | |

The information on this form may be used in the event of an appeal.

It is the parents / carers responsibility to ensure the fully completed form is returned to the school / academy by the application deadline. Please send this form to:

The March CE Primary, Claypit Lane, Westhampnett, Chichester, West Sussex, PO18 0NU



BROADWATER
CHURCH OF ENGLAND
PRIMARY SCHOOL

Rectory Gardens
Worthing, West Sussex
BN14 7TQ

TEL: 01 903 235389

EMAIL: office@broadwaterce.org

www.broadwater.w-sussex.sch.uk

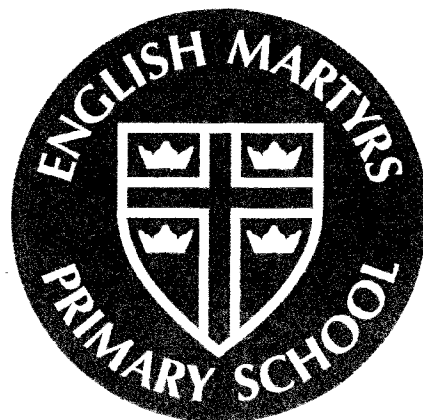
SUPPLEMENTARY INFORMATION FORM (School Year 2024-2025)

TO BE RETURNED TO BROADWATER C OF E PRIMARY SCHOOL BY THE WEST SUSSEX
APPLICATION DEADLINE (15th January 2024):

| | | | |
|--|-----------------------|---------|--|
| Parent Name(s): | | | |
| Address: | | | |
| Postcode: | | | |
| Home Telephone No: | Mobile Phone: | | |
| Email address: | | | |
| Child's Name: | | | |
| Date of Birth: | Gender: Male / Female | | |
| Brother/Sister on roll: Name(s): | Yes / No | Dob(s): | |
| I am applying for a place under category _____ of the Governors' Admissions Policy.* If needed please provide any additional Information relevant to the category you are applying under (e.g. name of church): | | | |
| Signed: (Parent/Carer) | | Date: | |
| <i>*If you are applying for a place at Broadwater C of E Primary School under category 2 or 3 you will need to arrange for the completion and submission of the 'Church Support Form' from your church minister/leader. The form is available on the website or from the school. If a family applies, having moved into the parish within the previous six months, they will need a 'Church Support Form' from the minister/leader of their previous church confirming that the criteria of 'sustained regular worship' was met.</i> | | | |
| <i>**Please do let us know if there any future changes with regard to your application.</i> | | | |
| IN ADDITION, YOU <u>MUST</u> ENSURE YOU COMPLETE THE ON-LINE LOCAL AUTHORITY APPLICATION FORM. | | | |

Please return this supplementary information form to:
Attn: Admissions Officer, Broadwater C of E Primary School,
Rectory Gardens, Worthing, West Sussex, BN14 7TQ

**Please do let us know if there are any future changes with regard to your application.*
IN ADDITION, YOU MUST ENSURE YOU COMPLETE THE ON-LINE LOCAL AUTHORITY FORM.



English Martyrs Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Derwent Drive, Worthing, West Sussex BN12 6LA

Telephone: 01903 502868

Email: office@englishmartyrs.school

www.englishmartyrs.w-sussex.sch.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024–25, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- For an In-Year Admission in the Year 2024–25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- You **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS

Child Details

Surname

Forenames (in full)

Date of birth:

Child's Home Address

Post Code:

Is the child resident in the parish of English Martyrs, Goring or St Michael's, Worthing?

(Zoomable maps of the parishes are available at <https://www.abdiocese.org.uk/education/find-a-school>)

Yes ☐

No ☐

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address
(if different from child)

Contact telephone number(s)

Email Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child:

Year Group:

Name of child:

Year Group

Name of child:

Year Group

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

/ /

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.

Applications from Catechumens or Candidates for Reception - evidence required:

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism/reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carer)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **English Martyrs Catholic Primary School, Goring** as one of my preferred schools.*

Yes ☐ No ☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

- ☐ I have fully completed this Supplementary Information Form
- ☐ I have enclosed, where applicable, a copy of:
 - ☐ Certificate of Baptism in a Catholic Church (for Catholic applicants) or
 - ☐ Certificate of Reception into Full Communion with the Catholic Church (for Catholic applicants)
 - ☐ Confirmatory letter from the priest (for applications from Catechumens)
 - ☐ Confirmatory letter from the priest (for applications from Candidates for Reception)
 - ☐ Certificate of Baptism/Reception or letter from priest (for members of an Orthodox Church)
 - ☐ Certificate of Baptism or letter from minister of religion confirming membership of other Christian denomination (for members of other Christian denominations)
 - ☐ Letter from faith leader confirming membership of other faith (for members of other faiths)

Additional Note for Catholic applicants:

The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state whether it is a Catholic church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: The Admissions Officer at English Martyrs Catholic Primary School, Derwent Drive, Worthing, West Sussex BN12 6LA.

Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024.**

Note: The school is committed to protecting the information provided by parents/carers and using it only for the purpose for which it was obtained. For information on the school's Privacy Notice please look on the school website [add link] or contact the school for a hard copy.



**Goring Church of England
(Aided) Primary School**

Faith, Love and Learning

West Sussex County Council

Supplementary Information Form

| | | | |
|-----------------------|--|--------------------|--|
| Parent's Name (s): | | | |
| Address: | | | |
| Postcode: | | | |
| Home Tel No.: | | Mobile Tel: | |
| Email Address: | | | |

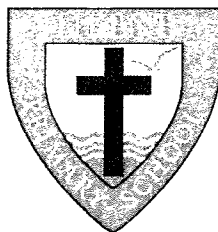
| | | | |
|--------------------------------|----------|-------------|--|
| Name of child: | | | |
| Date of Birth: | Gender: | Male/Female | |
| Brother/Sister on Roll: Yes/No | | | |
| Name (s): | DOB (s): | | |

| | |
|--|-------|
| I apply for a place at the school under category _____ of the admission policy | |
| Additional Information: | |
| Signed: (parent/carer) | Date: |

| |
|--|
| <p>Church Minister (if applying under category 3, 4 or 6)</p> <p>Please note: children of church families, applying for a place at Goring Church of England Primary School need a Church Supported Form signed by their Minister. This is available on the website or from school. Families new to the area will need a Church Supported Form from the Minister of their previous church</p> <p>"In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church [or in relation to those of other faiths, relevant place of worship] or alternative premises have been available for public worship".</p> |
|--|

Please return this Supplementary form to:

Goring Church of England Primary School, Mulberry Lane, Goring-by-Sea, Worthing BN12 4RN



'Learning together, loving others, guided by God'

Heene Church of England Primary School

CHURCH SUPPORT FORM (For entry September 2024 onwards)

PART 1 – TO BE COMPLETED BY PARENT/CARER

| | |
|--|--|
| FULL NAME OF CHILD: | |
| ADDRESS: | |
| DOB: | |
| PARENT/CARER NAME: | |
| TELEPHONE NO: | |
| CHURCH/PARISH: | |
| NAME OF MINISTER/ CHURCH WARDEN | |

PART 2 Notes - TO THE MINISTER or CHURCH WARDEN

The Governors allocate places to the children of a parent/carer, who fulfil specific criteria as set out in Heene Primary Schools Admissions Arrangements.

A Church family is defined as parent/carer who is a *sustained regular worshipper.

The Parents/Carers named above have stated that they are a Church family *regularly worshipping at your church.

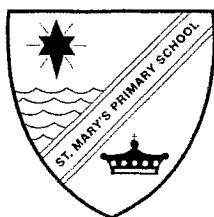
*By 'sustained regular worship' the Governors understand attendance to be at least twice a month over a period of 6 months preceeding the closing date for applications and whose application is supported by an appropriate Minister/Church Warden. If a family applies having moved into the parish within the previous 6 months, confirmation will be required from all relevant Ministers past and present.

In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.

PART 2 – TO BE COMPLETED BY CHURCH MINISTER OR CHURCH WARDEN (handwritten please)

| | |
|---|-----------------|
| NAME OF MINISTER/ CHURCH WARDEN: | |
| CHURCH/PARISH: | |
| CONFIRMATION THAT THIS FAMILY ARE 'SUSTAINED REGULAR WORSHIPPERS': | YES / NO |
| If a family applies having moved into the parish within the previous 6 months, this form should be completed by their previous minister to support their application. | |
| SIGNED: MINISTER OR CHURCH WARDEN | DATE: |

PTO FOR RETURN ADDRESS



St Mary's Catholic Primary School

A Catholic School in the Diocese of Arundel and Brighton

Cobden Road, Worthing, West Sussex. BN11 4BD

Telephone: 01903 234115 Fax: 01903 215034

Email: office@stmarysworthing.org.uk

www.stmarysworthing.org.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2024-25

Important note to Parent/Carer:

- If you are expressing a preference for a place for your child at this school and wish to apply in connection with one of the faith criteria, you should complete this Supplementary Information Form (SIF).
- If you do not complete the SIF and return it to the school with all supporting documents by the closing date, your child may not be placed in the appropriate faith criterion. This is likely to affect your child's chance of being offered a place.
- For a Reception Year Admission in the normal admissions round for the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2024**.
- For an In-Year Admission in the Year 2024-25, the completed SIF, together with all supporting documents, should be returned to the school as soon as possible.
- If you are applying to more than one Catholic school, you will need to fill out a separate SIF for each school.
- You **must** also complete the local authority Common Application Form (CAF). The SIF is not valid without the CAF.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS**Child Details**

Surname

Forenames (in full)

Date of birth:

Child's Home
Address

Post Code:

Is the child resident in the parish of Worthing & Lancing?

Yes ☐No ☐(A zoomable map of the parish are available at <https://www.abdiocese.org.uk/education/find-a-school>)

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address
(if different
from child)Contact
telephone
number(s)Email
Address

Brothers/Sisters: When completing the Local Authority's Common Application Form (CAF), it is important that you provide details of any brothers and sisters who will be attending this school at the proposed time of admission. If this information is not provided on the CAF, the governors may not be able to place the application within the correct criteria. As a 'back-up mechanism', if you would also like to confirm to governors here (**NB this is optional**), that there will be a brother/sister at the school at the time of admission, please list below the Name(s)/Year Group(s) of the brother(s) &/or sister(s):

Name of child: _____

Year Group: _____

Name of child: _____

Year Group: _____

Name of child: _____

Year Group: _____

Applications for Catholic children - evidence required:

My child is a Baptised Catholic or has been received into the Church

Yes

☐

No

☐

Date of Baptism

 / /

Parish where child baptised

Note: A copy of the Certificate of Baptism/Reception into the Church must be included with this application.**Applications from Catechumens or Candidates for Reception - evidence required:**

If application is being made for a place at the school where the parent/carer is a Catechumen or a Candidate for reception into the Catholic Church, evidence of their being a member of the catechumenate of a Catholic Church or a candidate for reception will be required. Proof of acceptance into the catechumenate, and evidence for a candidate, should be by a confirmatory letter from the appropriate priest. This evidence should be provided at the same time as this form is returned to the school.

Applications for children who are members of an Orthodox Church - evidence required:

If application is being made for a place at the school where the child is a member of an Orthodox Church, evidence of membership will be required. Membership is normally evidenced by a certificate of baptism/reception into the Orthodox Church. If that is not available, then a letter confirming membership of the applicable Orthodox Church, signed by the appropriate priest, will be required. The certificate of baptism/reception from the authorities of that Church or the letter from the priest confirming membership should be provided at the same time as this form is returned to the school.

Applications for children of other Christian denominations - evidence required:

If application is being made for a place at the school where the child is a member of another Christian denomination, either a certificate of baptism or a letter confirming membership of that Christian denomination, and signed by the appropriate minister of religion, will be required. The certificate of baptism or the confirmatory letter should be provided at the same time as this form is returned to the school.

Applications for children of other faiths - evidence required:

If application is being made for a place at the school where the child is a member of another faith, a letter confirming membership of that faith, and signed by the appropriate faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

Application Declaration (to be signed by parent/carers)

Please note, for a valid application, the Common Application Form (CAF) must be returned either online or in paper form to the appropriate Local Authority.

*I have completed and returned (either online or by post) the Local Authority Common Application Form (CAF) to the Local Authority showing **St Mary's Catholic Primary School, Worthing** as one of my preferred schools*

Yes ☐ No ☐

I confirm that I have read and understood the Admissions Policy and that the information I have given on this form is accurate and truthful. I understand that I must notify the school immediately if there is a change to these details and that should any information I have given prove false, the Governors may withdraw any offer of a place, even if the child has already started at the school. (An example of false information would be the use of an address that is not the child's normal residence).

Signed:

Parent/Carer Signature: _____

Print full name Mr/Mrs/Miss/Ms/Dr: _____

Date:

IMPORTANT CHECKLIST:

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Additional Note for Catholic applicants:

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When you have completed this form please return it (together with supporting documentation, if applicable) to: The Admissions Manager at St Mary's Catholic Primary School, Cobden Road, Worthing, West Sussex, BN11 4BD

Reminder:

The closing date for return of this form for a Reception Year place for September 2024 is: **15 January 2024**