

Information for Parents

Admission to Secondary Schools in September 2027

Appendix 2

Supplementary Information Forms (SIFs)

Supplementary Information Forms

This Appendix contains a copy of the Supplementary Information Form (SIF) for all West Sussex Church Voluntary Aided Schools, Church Voluntary Controlled Schools and Academies who use a SIF.

SIFs are used to process applications. In West Sussex SIFs can only request additional information which has a direct bearing on decisions about oversubscription criteria.

Please note that it is a parent's responsibility when making an application to a faith school to ensure that any changes to the original admissions arrangements are complied with.

Town	School Name	SIF	School Type*
Barnham	St Philip Howard Catholic School	Yes	VA
Burgess Hill	The Burgess Hill Academy	Yes	A
Burgess Hill	St Paul's Catholic College	Yes	A
Chichester	Bishop Luffa CE High School. Online link only on their website and in the Information for Parent Booklet on the WSCC website	Yes	A
Crawley	The Gatwick School	Yes	A
Crawley	Hazelwick School	Yes	A
Crawley	The Holy Trinity CofE Secondary School	Yes	VA
Crawley	St Wilfrid's Catholic Comprehensive School	Yes	VA
Cuckfield	Warden Park Secondary Academy	Yes	A
Steyning	Steyning Grammar School	Yes	A
Worthing	Davison High School for Girls	Yes	VC
Worthing	St Andrew's CE High School	Yes	VA
Worthing	St Oscar Romero Catholic School (formerly known as Chatsmore Catholic High School)	Yes	VA

*VA = Church Voluntary Aided School

VC = Church Voluntary Controlled School

A = Academy



THE CATHOLIC DIOCESE OF
ARUNDEL & BRIGHTON



DIOCESE OF ARUNDEL & BRIGHTON
ST PHILIP HOWARD CATHOLIC SECONDARY SCHOOL
SUPPLEMENTARY INFORMATION FORM
2027/2028

If you are expressing a preference for a place for your child at **St Philip Howard Catholic School** in West Sussex and wish to apply under a faith criterion, you should complete this Supplementary Information Form.

- The completed Supplementary Information Form, together with all supporting documentation (see Notes below), should be returned to admissions officer at Elm Grove South, Barnham, Bognor Regis, West Sussex, PO22 0EN or by e-mail at admissions@sphcs.co.uk by the closing date of **31st October 2026**.
- If you are applying to more than one Catholic school or academy you will need to complete a separate Supplementary Information Form for each school/academy.
- If you do not provide the information required in this form and return it to the school, with all supporting documentation, by the closing date, your child may not be placed in the appropriate faith category, and this may affect your child's chance of being offered a place.
- Remember – you **must** also complete the Local Authority Common Application Form.

Name of child:	
Address of child:	
Parent/Carer Name:	
Parent/Carer Email:	

Please read the relevant school Admissions Policy, noting in particular any faith criteria, and your Local Authority booklet, before completing this form.

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

Religious Status (please indicate by placing a tick in the appropriate box – please note that a tick should be indicated in only a single box)

Criteria	Tick Box	Evidence: insert details in accordance with the Notes below
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Catholic	☐	See note 1
Catechumen	☐	See note 2
Member of an Eastern Christian Church	☐	See note 3
Member of other Christian denomination	☐	See note 4
Member of other faith	☐	See note 4

Sibling at the school at the point of enrolment. (insert names of siblings)	
Child of a member of staff (insert name of staff)	
Attendance at a named feeder school (insert name of school and dates attended)	

I confirm that I have read the Admissions Policy of the school and that the information I have provided is correct. I understand that I must notify the school immediately if there is any change to these details and that, should any information I have given prove to be inaccurate, the Admission Authority may withdraw any offer of a place even if the child has already started school.

Signed	
Name	
Date	

Notes

1. Evidence of Catholic Baptism

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

[The admission authority 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.]

2. Evidence for Catechumens

If an application is being made for a place at the school/academy for a catechumen evidence of their being a member of the catechumenate of a Catholic Church will be required. A certificate of reception into the order of catechumens should be provided at the same time as this form is returned to the school/academy.

3. Evidence of Membership of an Eastern Christian Church

If an application is being made for a place at the school/academy for a member of an Eastern Christian Church, including Orthodox Churches, evidence of membership will be required. 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/academy.

4. Evidence for Other Christian Denominations and Other Faiths

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

Checklist:

Have you enclosed?

- Copy of baptism or certificate of reception into the Catholic Church (where applicable).
- Evidence confirming membership of a Christian denomination or other faith (where applicable).¹

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

In compliance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we have asked you to provide on this form.

1. We are

St Philip Howard Catholic School and we are part of Bosco Catholic Education Trust ("CET"). The Trust is the Data Controller

2. Being a Catholic education provider, we work closely with the School's Diocesan Authority, the School's Trustees, the Local Authority, the Catholic Education Service and the Department for Education, and may share the information you provide on this application form if we consider it is necessary in order to fulfil our functions.
3. The person responsible for data protection within our organisation is Shard Business Services and you can contact them with questions relating to our handling of the data. You can contact them by e-mailing dpo@shardbusinessservices.co.uk
4. We require the information we have requested for reasons relating to our functions as the admission authority of the school/academy.
5. It is necessary for us to process personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the UK GDPR).
6. To the extent that you have shared any special categories of data this will not be shared with any third parties except as detailed in paragraph 2 above, unless a legal obligation should arise.
7. It is necessary for us to process special category data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the UK GDPR). Additionally, processing is necessary for reasons of substantial public interest on the basis of domestic law which is proportionate to the aim pursued and which contains appropriate safeguards (Article 9(2)(g) of the UK GDPR).
8. If the application is successful, the information you have provided on this form will be migrated to the school's/academy's enrolment system, and the data will be retained and processed on the basis of the school's/academy's fair processing notice and data protection policies which apply to that data.
9. If the application is unsuccessful, the application form and any documents submitted in support of the application will be destroyed after a period of 12 months. The school/academy may keep a simple record of all applications and their outcome as part of their permanent archives in accordance with the school's/academy's data retention policy.
10. To read about your individual rights you can refer to the school's/academy's fair processing notice and data protection policies.
11. If you wish to complain about how we have collected and processed the information you have provided on this form, you can make a complaint to our organisation by <https://www.boscocet.org.uk/wp-content/uploads/Bosco-Complaints-Policy-3.pdf>. If you are unhappy with how your complaint has been handled, you can contact the Information Commissioner's Office via their website at: ico.org.uk.

Admissions – Supplementary Information Form for children of staff members

The University of Brighton Academies Trust is the admissions authority for all academies in the Trust.

The oversubscription criteria for each academy are published on the individual academy website and on the Trust website www.brightonacademiestrust.org.uk

So that the application can be considered by the Local Board Admissions Sub-Committee in the correct category, completion of this form is required for all applications made in the following category only:

Children of staff employed at the academy in either or both of the following circumstances:

- (a) Where the member of staff has been employed at the academy for two or more years at the time at which the application for admission to the academy is made*
- (b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage*

Please note:

- If this application form is not received by the academy by the application deadline, then it will not be possible to consider the application in the staff category and an alternative applicable oversubscription criteria will be applied.
- This is **not** an application form. Parent/carers **MUST** complete the relevant Common Application Form application form and submit to the Local Authority.
- Application for admission in the staff category should be submitted by the qualifying staff member with parental responsibility.

Academy applied to	
---------------------------	--

Childs details	
Forenames in full	
Surname	
Date of birth	
Home address	

Parent/carers details	
Forename	
Surname	
Name of academy you work at	
Date employment commenced	
Were you recruited to fill a vacant post for which there is a demonstrable skill shortage as defined in the admissions policy?	

Telephone number	
Email address	
Home address	

Declaration	
- I confirm that I have completed and submitted the Common Application Form to the Local Authority - I confirm that I have read and understood the Trust Admissions policy and that all information on this information form is truthful and accurate	
Name	
Signature	
Date	

Please submit this form to the academy by post or email.

Academy	Email contact details
Blackthorns Community Primary Academy	office@blackthornsprimaryacademy.org.uk
Churchwood Primary Academy	office@churchwoodprimaryacademy.org.uk
Desmond Anderson Primary Academy	office@desmondandersonprimaryacademy.org.uk
Dudley Infant Academy	office@dudleyinfantacademy.org.uk
Hollington Primary Academy	office@hollingtonprimaryacademy.org.uk
Holmbush Primary Academy	office@holmbushprimaryacademy.org.uk
Lindfield Primary Academy	office@lindfieldprimaryacademy.org.uk
Pound Hill Infant Academy	office@phiacademy.org.uk
Robsack Wood Primary Academy	office@robsackwoodprimaryacademy.org.uk
Silverdale Primary Academy	office@silverdaleprimaryacademy.org.uk
The Baird Primary Academy	office@thebairdprimaryacademy.org.uk
The Burgess Hill Academy	office@theburgesshillacademy.org.uk
The Hastings Academy	office@thehastingsacademy.org.uk
The St Leonards Academy	tsla.office@thestleonardsacademy.org.uk
West St Leonards Primary Academy	office@wslprimaryacademy.org.uk

THE CATHOLIC DIOCESE OF
ARUNDEL & BRIGHTON



ST PAUL'S CATHOLIC COLLEGE
SUPPLEMENTARY INFORMATION FORM

2027/2028

Determined 26th February 2026



If you are expressing a preference for a place for your child at **St Paul's Catholic College** in **West Sussex** and **wish to apply under a faith criterion**, you should complete this Supplementary Information Form.

- The completed Supplementary Information Form, together with all supporting documentation (see Notes below), should be completed via this link to Applicaa (available from 1 September 2026). If you are unable to access the internet, please complete and return this form to info@stpaulscatholiccollege.co.uk by the closing date **31st October 2026**.
- If you are applying to more than one Catholic school or academy you will need to complete a separate Supplementary Information Form for each school/academy.
- **If you do not provide the information required in this form and return it to the school, with all supporting documentation, by the closing date, your child may not be placed in the appropriate faith category, and this may affect your child's chance of being offered a place.**
- Remember – you **must** also complete the Local Authority Common Application Form.

Name of child:	
Address of child:	
Parent/Carer Name:	
Parent/Carer Email:	

Please read the relevant school Admissions Policy, noting in particular any faith criteria, and your Local Authority booklet, before completing this form.

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

Religious Status (please indicate by placing a tick in the appropriate box – please note that a tick should be indicated in only a single box)

Criteria	Tick Box	Evidence: insert details in accordance with the Notes below
Catholic	☐	See note 1
Catechumen	☐	See note 2
Member of an Eastern Christian Church	☐	See note 3
Member of other Christian denomination	☐	See note 4
Member of other faith	☐	See note 4

Sibling at the school at the point of enrolment. (insert names of siblings)	
Attendance at a named feeder school (insert name of school and dates attended)	
Child of a member of staff (insert name of staff)	

I confirm that I have read the Admissions Policy of the school and that the information I have provided is correct. I understand that I must notify the school immediately if there is any change to these details and that, should any information I have given prove to be inaccurate, the Admission Authority may withdraw any offer of a place even if the child has already started school.

Signed	
Name	
Date	

Notes

1. Evidence of Catholic Baptism

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

[The admission authority 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.]

2. Evidence for Catechumens

If an application is being made for a place at the school/academy for a catechumen evidence of their being a member of the catechumenate of a Catholic Church will be required. A certificate of reception into the order of catechumens should be provided at the same time as this form is returned to the school/academy.

3. Evidence of Membership of an Eastern Christian Church

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4. Evidence for Other Christian Denominations and Other Faiths

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

Checklist:

Have you enclosed?

- Copy of baptism or certificate of reception into the Catholic Church (where applicable).
- Evidence confirming membership of a Christian denomination or other faith (where applicable).

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

In compliance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we have asked you to provide on this form.

1. We are St Paul's Catholic College, part of the Bosco Catholic Education Trust and the Academy Trust Company is the Data Controller
2. Being a Catholic education provider, we work closely with the School's Diocesan Authority, the School's Trustees, the Local Authority, the Catholic Education Service and the Department for Education, and may share the information you provide on this application form if we consider it is necessary in order to fulfil our functions.
3. The person responsible for data protection within our organisation is Bosco Catholic Education Trust and you can contact them with questions relating to our handling of the data. You can contact them by info@stpaulscatholiccollege.co.uk
4. We require the information we have requested for reasons relating to our functions as the admission authority of the school/academy.
5. It is necessary for us to process personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the UK GDPR).
6. To the extent that you have shared any special categories of data this will not be shared with any third parties except as detailed in paragraph 2 above, unless a legal obligation should arise.
7. It is necessary for us to process special category data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1)(e) of the UK GDPR). Additionally, processing is necessary for reasons of substantial public interest on the basis of domestic law which is proportionate to the aim pursued and which contains appropriate safeguards (Article 9(2)(g) of the UK GDPR).
8. If the application is successful, the information you have provided on this form will be migrated to the school's/academy's enrolment system, and the data will be retained and processed on the basis of the school's/academy's fair processing notice and data protection policies which apply to that data.
9. If the application is unsuccessful, the application form and any documents submitted in support of the application will be destroyed after a period of 12 months. The school/academy may keep a simple record of all applications and their outcome as part of their permanent archives in accordance with the school's/academy's data retention policy.
10. To read about your individual rights you can refer to the school's/academy's fair processing notice and data protection policies.
11. If you wish to complain about how we have collected and processed the information you have provided on this form, you can make a complaint to our organisation by following the complaints process in the Bosco Complaints Policy. If you are unhappy with how your complaint has been handled, you can contact the Information Commissioner's Office via their website at: ico.org.uk.



GATWICK
SCHOOL

23 Gatwick Road, Crawley, West Sussex RH10 9TP

Telephone: 01293 538779

Email: info@thegatwickschool.org.uk

Supplementary Information Form

To be completed for applications under criterion 2 (Children of Staff)

Applications for entry on a staff basis must be supported by submission of this form which may be obtained from the Admissions Officer.

Name of child: Surname:

Forenames:

Date of Birth:

Name of Member of Staff:

Address:

.....

Tel numbers: Home Mobile

E-mail.....

I am a member of staff as defined in the school's admissions policy: (please delete as appropriate)

- I am a member of staff and have been working at the school for at least two years; or
 - I meet a skills shortage;

Signature of parent/guardian.....

Date.....

Approved by The Gatwick School Date.....

Once completed this form should be returned to the Admissions Officer, The Gatwick School, 23 Gatwick Road, Crawley, West Sussex RH10 9TP

For September 2027 Year R applications, the form must be returned by **15 January 2027**.

For September 2027 Year 7 applications, the form must be returned by **31 October 2026**



HAZELWICK STAFF SUPPLEMENTARY INFORMATION FORM FOR ADMISSION IN 2027/2028

This form should be completed when applying for a place at Hazelwick School, **only** if you meet the following conditions:

- Your child has a parent, step-parent, adoptive parent or carer who is employed by Hazelwick School

PLEASE NOTE: You **must** also complete and return a Common Application Form (available from and returnable to West Sussex). You can do this online at www.westsussex.gov.uk/admissions

Please complete all sections of the Hazelwick Supplementary Information Form below using BLOCK CAPITALS for handwritten responses. If the form is not completed, applications will be considered only on the basis of information provided to the Local Authority.

Surname of child	
Forename(s) of child	
Male or female	
Date of birth	
Child's home address*	
Post Code	

**This should be a residential property that is the home address already recorded on the Local Authority's database.*

Does your child have a parent, step-parent, adoptive parent or carer who works for Hazelwick School	Yes *
	No

**Full name of parent who works at Hazelwick School:*

.....

I confirm that I have completed or will complete a Local Authority Common Application Form

Yes No

I confirm that the information I have given on this form is accurate and truthful. I understand that I must notify Hazelwick School immediately if there is any 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 school.

Signature..... Date

Please return this form to Mrs Howland, Hazelwick School, Hazelwick School Close, Three Bridges, Crawley, RH10 1SX or by email to thowland@hazelwick.org.uk



THE HOLY TRINITY CHURCH OF ENGLAND

SECONDARY SCHOOL

SUPPLEMENTARY INFORMATION FORM (SIF) FOR ADMISSION TO YEAR 7 SEPTEMBER 2027

If the school is oversubscribed, an application for a place in criteria 2, 3, 7, 8, 9, 10 or 11 without a supporting reference is less likely to succeed. School expectations are outlined in the School Prospectus. The completed SIF, together with relevant documentation, should be returned to the Admissions Officer by 31st October 2026.

Before completing this form it is important that you have read and understood fully the admission arrangements and oversubscription criteria attached.

PLEASE WRITE IN BLOCK CAPITALS

COMPLETE THIS SECTION IN ALL CASES		
Pupils Legal Surname _____		Date of Birth _____
Full Forenames _____		Male Female
Address _____		
Post Code _____		Telephone Number _____
Details of full, half, step, foster or adoptive siblings living at the same address as the applicant above who will be in the SIXTH Form at the proposed date of entry:		
Name of Sibling _____		Current Tutor Group _____
Please note that names of siblings in years 7-11 are captured on the Local Authority's online application		
COMPLETE THIS SECTION IF APPLYING IN CRITERIA 2, 3, 7 or 8 (PINK REFERENCE)		
Do the parents attend a place of Christian worship at least fortnightly?		NO YES
Do the parents attend a place of Christian worship less than fortnightly but at least monthly?		NO YES
<i>If you have answered 'YES' to any of the questions in this section a PINK reference must be completed by the Minister, Priest or Leader of the Church where the parents worship.</i>		
COMPLETE THIS SECTION IF APPLYING IN CRITERIA 4		
Name of CofE School currently attended: _____		
COMPLETE THIS SECTION IF APPLYING IN CRITERIA 6 (Staff)		
Are you currently a member of staff at Holy Trinity CofE Secondary School, or are you being considered for a position at the school?		NO YES
COMPLETE THIS SECTION IF APPLYING IN CRITERIA 9 OR 10 (BLUE REFERENCE)		
Do the parents attend a place of worship at least fortnightly?		NO YES
Do the parents attend a place of worship less than fortnightly but at least monthly?		NO YES
<i>If you have answered 'YES' to any of the questions in this section a BLUE reference <u>must</u> be completed by the Minister, Priest or Leader of the place where the parents worship.</i>		
COMPLETE THIS SECTION IF APPLYING IN CRITERIA 11 (ORANGE REFERENCE)		
Has the child played basketball for the last year?		NO YES
<i>If you answer "YES", please ensure the Orange reference is completed by the Team coach</i>		
- I confirm that I have legal parental responsibility for this child and their education. - I have read the admission arrangements and oversubscription criteria attached. - The information I have given is correct to the best of my knowledge.		
Full Name _____		
Signature _____		



THE HOLY TRINITY CHURCH OF ENGLAND SECONDARY SCHOOL

Buckswood Drive, Gossops Green, Crawley, RH11 8JE, 01293 423690.

PINK

REFERENCE OF CHRISTIAN COMMITMENT FROM MINISTER/PRIEST/ELDER OF CHURCH

This section to be completed by the APPLICANT:

NAME OF CHILD

PARENT/GUARDIAN

ADDRESS

This section to be completed by the MINISTER/PRIEST/ELDER OF CHURCH:

This reference is made in the following category (please tick as appropriate):

- ☐ A member of Churches Together in Britain and Ireland
☐ A Member of the Evangelical Alliance
☐ A place offering Trinitarian Christian Worship (Nicene Creed)
☐ None of the Above

1. How do you know the child's parents/guardian?

2. Name and address of place of worship:

3. Tick the box which indicates the PARENTS'/GUARDIANS' attendance at this place of worship over the past two years – since 01 September 2024.

At least
fortnightly

At least
Monthly

Less than
monthly

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

Name of referee:

Status within organisation

Signed

Tel. No & Email Address

THE REFEREE SHOULD PLACE THIS REFERENCE IN A SEALED ENVELOPE (provided by applicant)
AND RETURN IT TO THE APPLICANT OR DIRECTLY TO THE SCHOOL BY 31ST OCTOBER 2026.
If you have any queries about completing this form please contact admissions@holytrinitycrawley.org.uk
THANK YOU VERY MUCH FOR COMPLETING THIS FORM.



**THE HOLY TRINITY CHURCH OF ENGLAND
SECONDARY SCHOOL**

Buckswood Drive, Gossops Green, Crawley, RH11 8JE, 01293 423690.

BLUE

**REFERENCE OF RELIGIOUS COMMITMENT TO ANOTHER WORLD FAITH
(Buddhist, Hindu, Jewish, Muslim or Sikh)**

FROM MINISTER/PRIEST/ELDER/LEADER/TRUSTEE OF ORGANISATION

This section to be completed by the APPLICANT:

NAME OF CHILD

PARENT/GUARDIAN

ADDRESS

This section to be completed by the MINISTER/PRIEST/ELDER/LEADER/TRUSTEE OF ORGANISATION:

Please circle your religion:

Buddhist

Hindu

Jewish

Muslim

Sikh

1. How do you know the child's parents/guardian?

2. Name and address of place of worship:

3. Tick the box which indicates the PARENTS'/GUARDIANS' attendance at this place of worship over the past two years – since 01 September 2024.

At least
fortnightly

At least
Monthly

Less than
monthly

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

This reference form should be authorised by the organisation's official stamp in the box below or accompanied by a supporting letter on headed notepaper.

Name of referee:

Status within organisation

Signed

Tel. No & Email Address

Organisation's Official Stamp here

THE REFEREE SHOULD PLACE THIS REFERENCE IN A SEALED ENVELOPE (provided by applicant)
AND RETURN IT TO THE APPLICANT OR DIRECTLY TO THE SCHOOL BY 31ST OCTOBER 2026.

If you have any queries about completing this form please contact admissions@holytrinitycrawley.org.uk

THANK YOU VERY MUCH FOR COMPLETING THIS FORM.



**THE HOLY TRINITY CHURCH OF ENGLAND
SECONDARY SCHOOL**

Buckswood Drive, Gossops Green, Crawley, RH11 8JE, 01293 423690.

ORANGE

BASKETBALL REFERENCE

FROM COACH

This section to be completed by the APPLICANT:

NAME OF CHILD

PARENT/GUARDIAN

ADDRESS

.....

This section to be completed by the COACH:

This reference is made in the following category *(please tick as appropriate)*:

- ☐ has played National League Level Basketball
- ☐ has attended weekly training with a recognised Basketball team
- ☐ has been a member of the team for ONE full year
- ☐ None of the above

1 Child's Basketball Registration Number:

.....

2 Name and address of team:

.....

.....

Name of referee

Status within organisation

Signed

Tel. No & Email Address

.....

Team Stamp

THE REFEREE SHOULD PLACE THIS REFERENCE IN A SEALED ENVELOPE *(provided by applicant)*
AND RETURN IT TO THE APPLICANT OR DIRECTLY TO THE SCHOOL BY **31ST OCTOBER 2026**.

If you have any queries about completing this form please contact admissions@holytrinitycrawley.org.uk
THANK YOU VERY MUCH FOR COMPLETING THIS FORM.



St Wilfrid's Catholic School

A Catholic School in the Diocese of Arundel and Brighton

St Wilfrid's Way, Crawley, West Sussex RH11 8PG
Telephone: 01293 421421 Fax: 01293 421429
Email: admissions@stwilfrids.com
www.stwilfrids.com

SUPPLEMENTARY INFORMATION FORM

For admission in 2027-28

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 Year 7 Admission in the normal admissions round for the Year 2027-28, the completed SIF, together with all supporting documents, should be returned for the attention of Sarah Minnis at St Wilfrid's Catholic School by **31 October 2026**.
- For an In-Year Admission in the Year 2027-28, the completed SIF, together with all supporting documents, should be returned to the St Wilfrid's Catholic 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**Student Details**

Surname

Forenames (in full)

Date of birth:

Does the child attend a deanery feeder school (*see note h. of Admissions Policy*)Yes ☐No ☐

Name of deanery feeder school

Child's Home
Address

Post Code:

Is the child resident in Horley parish?

Yes ☐No ☐

Is the child resident in Henfield parish?

Yes ☐No ☐

Is the child resident in Billingshurst & West Grinstead parish?

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 student)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 student: _____

Year Group in September 2027: _____

Name of student: _____

Year Group in September 2027: _____

Name of student: _____

Year Group in September 2027: _____

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 Wilfrid's Catholic School, Crawley** 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 Catholic Church should contact their parish priest.

When you have completed this form please return it (together with supporting documentation, if applicable) to: Sarah Minnis, Admissions at St Wilfrid's Catholic School, St Wilfrid's Way, Crawley, West Sussex RH11 8PG or by emailing to admissions@stwilfrids.com.

Reminder: The closing date for return of this form for a Year 7 place for September 2027 is: **31 October 2026.**

WARDEN PARK SECONDARY ACADEMY

SUPPLEMENTARY INFORMATION FORM FOR ADMISSION IN 2027/28

This form should be completed when applying for a place at Warden Park Secondary Academy, Cuckfield, only if you meet one or more of the following conditions :

- Your child has a brother or sister* who is a student at Warden Park Secondary in **Year 11** at the point of application submission deadline.
**Brothers or sisters may be half or step-siblings, adopted siblings or the child of the parent/carer's partner but must be living permanently at the same address.*
- Your child has a parent, step-parent, adoptive parent or carer who works for the Warden Park Secondary Academy.
- Children who are on roll at a member school of the Sussex Learning Trust at the point of application.

PLEASE NOTE: You must also complete and return a Common Application Form (available from and returnable to the Local Authority). You can do this on line at www.westsussex.gov.uk/admissions

Please complete all sections of the Warden Park supplementary form below using BLOCK CAPITALS for handwritten responses. If the form is not completed, applications will be considered only on the basis of information provided to the Local Authority.

Surname of child	
Forename(s) of child	
Male or female	
Date of birth	
Child's home address*	
Post Code	

** This should be a residential property that is the home address already recorded on the Local Authority's Database. Please turn over*

Details of brother(s) and sister(s)* who are students in Year 11 at Warden Park Secondary Academy at the point of application submission deadline.	
Full name	Date of birth

** Brothers or sisters may be half or step-siblings, adopted siblings or the child of the parent/carer's partner but must be living permanently at the same address.*

Does your child have a parent, step-parent, adoptive parent or carer who works for Warden Park Secondary Academy?	Yes*	
	No	

**Full name of parent who works for the Warden Park Secondary Academy:*

.....

Which Sussex Learning Trust school does your child attend?	Northlands Wood	
	Warden Park Primary	
	Woodgate Primary	

I confirm that I have completed or will complete a Local Authority Common Application Form *(please tick)* Yes ... No ...

I confirm that the information I have given on this form is accurate and truthful. I understand that I must notify Warden Park immediately if there is any change to these details and that should any information I have given prove false, the Directors may withdraw any offer of a place even if the child has already started school.

Signature

..... Date

Please return this form to: Transition Pastoral Support Officer, Warden Park Secondary Academy, Broad Street, Cuckfield, West Sussex RH17 5DP or by email to admin@wardenpark.co.uk

SUPPLEMENTARY INFORMATION FORM

Only use to support admission applications on grounds of faith

The purpose of this **Supplementary Information Form** is to enable Steyning Grammar School to consider an application to the school fully. The information given on this form, together with any supporting evidence submitted before the closing date each year for admission, is the only source of information taken into account. You must complete this form, declare your or your child's membership, have it supported by the designated church or religious group official and return it to the school as soon as possible but before the deadline for secondary school admissions set by the Local Authority. **(The designated church official is usually the vicar or priest; please ask at your church who has been designated to validate your declaration.)**

If you do not submit this form in time, your application cannot be considered under the faith criterion.

I / We Parent Name(s)	
Of Address	
Being the Parent(s) of	
..... Child's Name	 Child's Date of Birth
<i>applying for a place at</i>	
Either Part A: Declare that my/our child/my / our active membership of a Christian church is described as attending worship at a Christian church or Christian religious group at least [once] a month for at least the previous [twelve months] before the deadline for admissions set by the Local Authority. Covid-19 restrictions: In the event that during the period specified for attendance at worship the Christian church or Christian religious group 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.	
please tick if applicable	
Or Part B: Declare that my/our child wishes, or that I/we wish our child, to receive a Christian education within a Church of England School. Please attach any other relevant information you may wish to share with us. Examples include: reasons for a shorter period of or less frequent or no attendance at worship in a Christian church or religious group.	
please tick if applicable	
Parental signature(s)	Please print your name(s)
1 st parent	1 st parent
2 nd parent (if appropriate)	2 nd parent (if appropriate)
Date:	Date:

PLEASE GET THIS FORM SIGNED BY THE CHURCH OFFICIAL VERIFYING YOUR DECLARATION

UK General Data Protection Regulation (UK GDPR) and Data Protection Act (DPA) 2018 - We process your personal information in accordance with GDPR and Data Protection Act 2018. If you would like to know how we use your information, please see our Privacy Notice on the School website. In accordance with the DPA 2018 we are required to keep the information we hold about you up to date and accurate. By signing this form you are confirming the information is correct, true and accurate.

SUPPLEMENTARY INFORMATION FORM
DAVISON CE (VOLUNTARY CONTROLLED) HIGH SCHOOL FOR GIRLS

To be completed only by parents wishing to make application to Davison Church of England (Voluntary Controlled) High School for Girls on denominational grounds.

Box A (To be completed by Parent)

Child's Name:
Child's Date of Birth:
Child's Address:
.....
.....
.....
.....
Child's Current School:

Box B (To be completed by Minister)

Name & Address of Church:
.....
.....
.....
.....
Name of Minister:
Telephone number:
E-mail address:
[P.T.O.]

(Box B Continued)

I, understand that that by signing this form, I confirm:

- 1) the parent(s)/guardian(s) of the above-named child have attended church at least once monthly in the last two years;

And

- 2) the above-named church is a Christian Church which is a full member of:
 - i) Churches Together in Britain and Ireland;

OR

- ii) the Evangelical Alliance.

Signed:

Position:

Date:

If you wish to make any further comments, please do so in a separate letter and attach to this form.

Please return by 31 October 2026 to:

Pupil Admissions Office,
First Floor Arun Civic Centre,
1-29 Maltravers Road,
Littlehampton,
BN17 5LF

St Andrew's CE High School

SEPTEMBER 2026 - 2027 ADMISSIONS – Supplementary Information

Any parent who believes that their child should be given priority according to the admissions policy should provide details using this supplementary information form. This form does not replace the application form provided by West Sussex (which **must** also be submitted by the applications deadline of 31 October of the previous academic year).

If you have any admissions queries please contact the Admissions Manager, on 01903 820676 ext 204.

Admission to Year 7 ☐

Name of child	
Name and address of parent	
Current school	
The pupil or one parent attends church at least monthly ☐	Name of regular worshipper:
	Name and address of priest or minister:
	I _____ (name of Priest/Minister) confirm that the pupil/parents/carers of the student named on this form has attended _____ (Name of Church) at least monthly at a Sunday service, for at least 2 years prior to the date of application. Signed: _____ (Priest/Minister)
	<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 these arrangements in relation to attendance will only apply to the period when the or alternative premises have been available for public worship</i>
Staff member ☐	Name of staff member:
	Name and address of headteacher/chair of governors:
	I _____ (name of Headteacher/Chair of Governors) confirm that the parents/carers of the student named on this form meets the criteria in section (d) as a staff member of St Andrew's CofE High School. Signed: _____ (Headteacher/Chair of Governors)
Exceptional & compelling social, psychological or medical reasons ☐	You must provide evidence from an appropriate professional

Supplementary information should be sent to St Andrew's school by the published closing date for applications: 31 October.

SIF - PRIVATE AND CONFIDENTIAL

Surname
Forename



St Oscar Romero Catholic School

A Catholic School in the Diocese of Arundel and Brighton

Address: Goring Street, Goring By Sea, Worthing, West Sussex BN12 5AF
Telephone: 01903 241368 Fax: 01903 240183
Email: office@stromeros.co.uk
www.stromeros.co.uk

SUPPLEMENTARY INFORMATION FORM

For admission in 2027-28

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 Year 7 Admission in the normal admissions round for the Year 2027-28, the completed SIF, together with all supporting documents, should be returned to the school by **31 October 2026**.
- For an In-Year Admission in the Year 2027-28, 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**Student Details**

Surname

Forenames (in full)

Date of birth:

Does the child attend one of the named feeder schools?

Yes ☐No ☐

(see note k. of Admissions Policy)

Name of the feeder school

Child's Home
Address

Post Code:

Home Telephone Number

Proposed Date of Admission

Parent/Carer details

Name (in full)

Address

(if different
from student)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 student: _____

Year Group: _____

Name of student: _____

Year Group: _____

Name of student: _____

Year Group: _____

Applications for Catholic children only - evidence required:

My child is a **Baptised Catholic** or has been received into the Catholic Church Yes ☐ No ☐

Date of Baptism / /

Parish where child baptised

Note: A copy of the Certificate of Catholic 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.

Applications for children with Exceptional and Compelling Needs – evidence required:

Parents/carers wishing to have an Exceptional and Compelling Need considered with their application (criterion 2 or criterion 9) must submit independent professional evidence which explains clearly why it is essential to attend St Oscar Romero (this evidence should be addressed to the Chair of Governors and either posted to the school by recorded delivery or, alternatively, handed in to the school office and a receipt received). For an entry into Year 7 in September 2027, the evidence should be received by the closing date for applications of 31 October 2026. Please refer to *note n.* of the admissions policy.

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 Oscar Romero Catholic 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).

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 Oscar Romero: _____ Oversubscription Criterion No. 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 m.), 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
- ☐ 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 Oscar Romero Catholic School, Goring Street, Goring By Sea, Worthing, West Sussex BN12 5AF

Reminder: The closing date for return of this form for a Year 7 place for September 2027 is: **31 October 2026.**

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