

**Information for Parents**

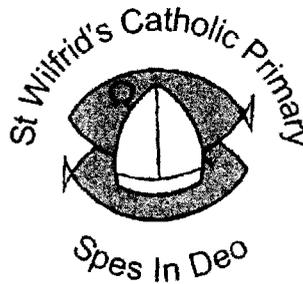
**Starting School in September 2025**

**Appendix 2**

**(South Schools)**

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

	<b>Town</b>	<b>School Name</b>	<b>SIF</b>
1	Angmering	St Wilfrid's Catholic Primary School	Yes
2	Arundel	Arundel CE Primary School	Yes
3	Arundel	St Philip's Catholic Primary School	Yes
4	Ashurst	Ashurst CE Primary School	Yes
5	Bognor Regis	Nyewood CE Infant School	Yes
6	Bognor Regis	St Mary's Catholic Primary School	Yes
7	Bury	Bury CE Primary School	Yes
8	Chichester	Rumboldswyke CE Primary School	Yes
9	Chichester	St Richard's Catholic Primary School	Yes
10	Clapham	Clapham & Patching CE Primary School	Yes
11	Clymping	St Mary's CE Primary School	Yes
12	Felpham	Bishop Tufnell CE Primary School	Yes
13	Findon	St John The Baptist CE Primary School	Yes
14	Henfield	St Peter's CE Primary School	Yes
15	Littlehampton	St Catherine's Catholic Primary School	Yes
16	Shoreham	St Nicolas & St Mary's CE Primary School	Yes
17	Shoreham	St Peter's Catholic Primary School	Yes
18	Westhampnett	The March CE Primary School	Yes
19	Worthing	Broadwater CE Primary School	Yes
20	Worthing	English Martyrs Catholic Primary	Yes
21	Worthing	Goring CE Primary School	Yes
22	Worthing	Heene CE Primary School	Yes
23	Worthing	St Mary's Catholic Primary School	Yes



# 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](mailto:admin@stwilfridsang.co.uk)

[www.stwilfridsangmering.co.uk](http://www.stwilfridsangmering.co.uk)

## **SUPPLEMENTARY INFORMATION FORM**

### **For admission in 2025-26**

#### 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 **2025-26**, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2025**.
- For an In-Year Admission in the Year **2025-26**, 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  
AddressIs the child resident in the parish of  
East Preston with Angmering or the parish of Rustington?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*

Yes  No

showing **St. Wilfrid's Catholic Primary School, Angmering**  
as one of my preferred schools

*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:**

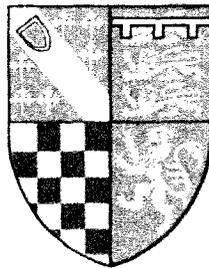
The School may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church e.g. where the name and address of the church is not on the certificate or where the name of the church does not state 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 Manager (Mrs M Feest) 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 **2025** is: **15 January 2025.**

**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

**SIF - PRIVATE AND CONFIDENTIAL**

# 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](mailto:office@st-philips.w-sussex.sch.uk)

[www.stphilipsarundel.org.uk](http://www.stphilipsarundel.org.uk)

## SUPPLEMENTARY INFORMATION FORM

### For admission in 2025-26

#### 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 2025-26, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2025**.
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- 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

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.

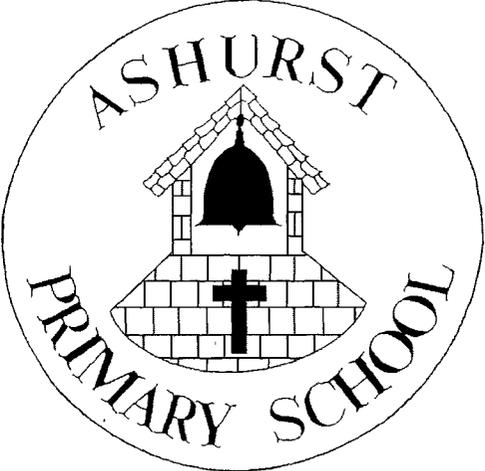
**When you have completed this form please return it (together with supporting documentation, if applicable) to:**

**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 2025 is: **15 January 2025.**

**ASHURST C E (AIDED) PRIMARY SCHOOL**



**ADMISSIONS**

**SUPPLEMENTARY INFORMATION**

**2025-2026**

**FULL NAME OF CHILD: .....**

**DATE OF BIRTH: .....**

**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:

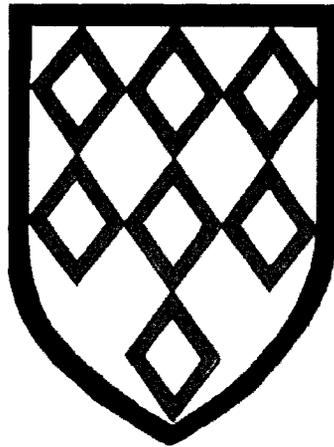
**Applications to be in by 15<sup>th</sup> January 2025.**

**The LA will inform parents of the Governors' allocation of places on/after 16<sup>th</sup> April 2025.**

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  
2025/2026

## 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.

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

\_\_\_\_\_

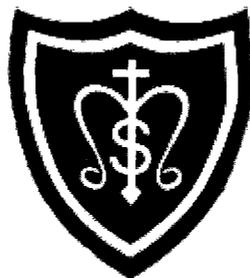
Mobile Number

\_\_\_\_\_

**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](mailto:office@stmarysbognor.co.uk)

[www.st-marys-bognor.co.uk](http://www.st-marys-bognor.co.uk)

## SUPPLEMENTARY INFORMATION FORM

### For admission in 2025-26

#### 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 2025–26, the completed SIF, together with all supporting documents, should be returned to the school by **15<sup>th</sup> January 2025**.
- For an In-Year Admission in the Year 2025–26, 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**

<b>Child Details</b>	
Surname	<input type="text"/>
Forenames (in full)	<input type="text"/>
Date of birth:	<input type="text" value="/ /"/>
Child's Home Address	<input type="text"/>
	<input type="text"/>
	<input type="text" value="Post Code:"/>
Is the child resident in the parish of Bognor Regis and Slindon?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(For zoomable map of the parish see link: <a href="https://www.abdiocese.org.uk/education/find-a-school">https://www.abdiocese.org.uk/education/find-a-school</a> )	
Home Telephone Number	<input type="text"/>
Proposed Date of Admission	<input type="text"/>

<b>Parent/Carer details</b>	
Name (in full)	<input type="text"/>
Address (if different from child)	<input type="text"/>
Contact telephone number(s)	<input type="text"/>
Email Address	<input type="text"/>

**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 2025 is: **15 January 2025**

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.st-marys-bognor.co.uk](http://www.st-marys-bognor.co.uk)) or contact the school for a hard copy



### 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 &amp; 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:

(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 2025 or (delete as appropriate)  
Application for In Year admission into Year 1 / 2 / 3 / 4 (please circle) during academic year 2024-2025**

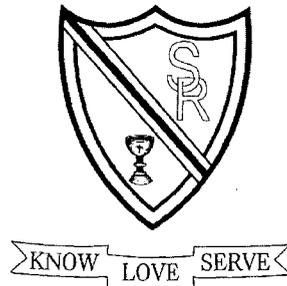
**TO BE COMPLETED IN BLACK INK**

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 Rumboldswyke 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		
<b><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></b>								
Please give the name and address of your parish priest or minister and ask him/her to contact our office directly at admissions@rumboldswyke.org.uk, for the required Church Support Form that must be completed and returned, under separate cover, to arrive no later than 31 <sup>st</sup> January 2025								
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 admissions@rumboldswyke.org.uk, for the required Church Support Form that must be completed and returned, under separate cover, to arrive no later than 31 <sup>st</sup> January 2025								
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. <b><i>Applicants for admission under Criteria 1(b) 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 Rumboldswyke Primary School.</i></b>								
DOES YOUR CHILD HAVE A CURRENT EHCP? (section 4.1(b) of the Admissions Arrangements 2025)						YES / NO		
IS YOUR CHILD 'LOOKED AFTER' OR 'WAS PREVIOUSLY LOOKED AFTER'? (section 4.1(a) of the Admissions Arrangements 2025)						YES / NO		
Are you a member of staff at Rumboldswyke School who has been employed on a permanent contract for at least two years? (section 4.3 of the Admissions Arrangements 2025)						YES / NO		
Signed:				Date:				
<b>REMINDER – HAVE YOU ARRANGED FOR A CHURCH SUPPORT FORM TO BE COMPLETED?</b>								
<b>TO BE RETURNED TO THE SCHOOL BY 19<sup>th</sup> January 2025 (RECEPTION APPLICATIONS ONLY)</b>								
TO: RUMBOLDSWHYKE ADMISSIONS, Rumboldswyke CofE Primary School, Rumbolds Close, Chichester, PO19 7UA								
<b>FOR OFFICE USE ONLY</b>					<b>DATE STAMP</b>			
EHCP		O/PDA						
CLA/PCLA/SGO		CSF						
Staff		Parish						
Sibling		Other						
Category	1	2	3	4	5	6	7	AGREED



# 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](mailto:office@strichardsprimary.co.uk)

[www.strichardsprimary.co.uk](http://www.strichardsprimary.co.uk)

## SUPPLEMENTARY INFORMATION FORM

### For admission in 2025-26

#### 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 2025–26, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2025**.
- **For an In-Year Admission in the Year 2025–26, 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  
AddressIs 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](http://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/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 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 2025 is: **15 January 2025.**

# 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: Justin Murray

## 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](mailto:office@tufnell.org)

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

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



# 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

\_\_\_\_\_

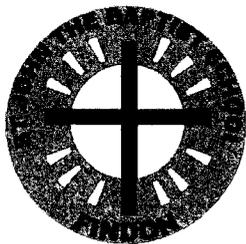
To be completed by the Incumbent or Minister for children of families who claim to be in active membership of the Church.

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 CofE (Aided) Primary School

School Hill, Findon, West Sussex BN14 0TR  
Telephone: 01903 873072 Fax: 01903 877205  
E-mail: [office@stjbps.co.uk](mailto:office@stjbps.co.uk) [www.stjbps.co.uk](http://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

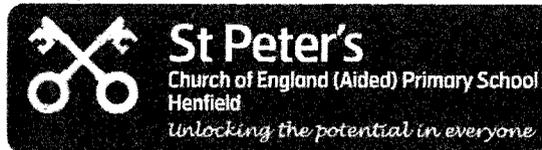
.....

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

.....  
.....

Print Name ..... Role in Church .....

Signed .....



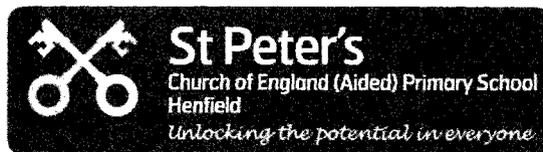
Fabians Way Henfield West Sussex BN5 9PU	Tel : 01273 492447 Email : <a href="mailto:office@stpetershenfield.org.uk">office@stpetershenfield.org.uk</a> Web : <a href="http://www.stpetershenfield.org.uk">www.stpetershenfield.org.uk</a>
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**SUPPLEMENTARY INFORMATION FORM FOR RECEPTION INTAKE  
SEPTEMBER 2025/26**

Parents name(s) : Mr/Mrs/Miss/Ms (Please circle as necessary)	
Address :	
Telephone No :	Mobile No :
Email Address :	

Name of child :	Date of Birth :
Gender : Male / Female	
Brother/Sisters on Roll :	Date of birth :

<p>I apply for a place at the school under criteria category ____ of the admission policy (Please see overleaf). If an application is being made under category 2 then please indicate an 'X' in the box below to confirm that supporting evidence has been provided and is enclosed. <input type="checkbox"/></p> <p>For applications being made under categories 3, 5 or 6 then please submit the attached 'Clergy Reference Form', which needs to be completed by the Priest/Minister.</p>	
Signed : _____ Parent/Carer	Date : _____



Fabians Way Henfield West Sussex BN5 9PU	Tel : 01273 492447 Email : <a href="mailto:office@stpetershenfield.org.uk">office@stpetershenfield.org.uk</a> Web : <a href="http://www.stpetershenfield.org.uk">www.stpetershenfield.org.uk</a>
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**CLERGY REFERENCE FORM  
FOR RECEPTION ADMISSION**

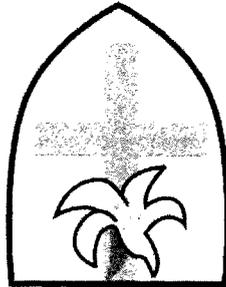
The Governors of St. Peter's Church of England (Aided) Primary School, Fabians Way, Henfield, West Sussex give priority to admitting children of **Parents** who **are committed\* to regular worship** at St. Peter's Church, Henfield, St. Giles Church, Shermanbury and St. Peter's Church, Woodmancote or 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](http://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](mailto:office@st-catherines.w-sussex.sch.uk)

[www.st-catherines.w-sussex.sch.uk](http://www.st-catherines.w-sussex.sch.uk)

## SUPPLEMENTARY INFORMATION FORM

### For admission in 2025-26

#### 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 2025–26, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2025**.
- For an In-Year Admission in the Year 2025–26, 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

Is the child resident in the parish(es) of xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx Yes  No   
(For zoomable map of the parish(es) 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 Catholic 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/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 xxxxxxxxxxxxxxxx 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 the priest (for members of an Orthodox Church)
  - Certificate of Baptism or letter from the 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 2025 is: **15 January 2025.**

**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.



**St Nicolas and St Mary C.E. Primary School**



**Supplementary Information Form**

*for school use only*

**Please ensure that you complete the compulsory West Sussex County Council (WSCC) Application form online stating the school as one of your preferences by the deadline of 15<sup>th</sup> January.**

**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: .....**

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

West Sussex BN43 6PE



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.**

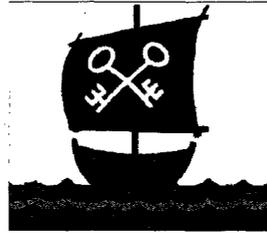
This section is to be completed by the Priest or Minister for children of families who claim to worship regularly in your church.

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]



# 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](mailto:office@stpetersshoreham.co.uk)  
[www.stpeterscatholicprimary.com](http://www.stpeterscatholicprimary.com)

## SUPPLEMENTARY INFORMATION FORM

### For admission in 2025-26



#### 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 2025-26, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2025**.
- For an In-Year Admission in the Year 2025-26, 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  
AddressIs 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](http://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/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 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 2025.**

### Appendix 3 – Supplementary Information Form

<b>To be completed by all applicants</b>	
<b>Child's Legal Surname</b>	
<b>Known as (if different)</b>	
<b>First Name</b>	
<b>Date of Birth</b>	
<b>Child's address</b>	
<b>Postcode</b>	
<b>Home telephone number</b>	

<p><b>To be completed by those wishing to apply on the basis of being regular* worshipping Christians:</b>  <i>*Regular defined as attending at least one Sunday service each month in the last 12 months preceding the date of application.</i>  <b>Please also ensure the Clergy / 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.</b></p>	
<b>Religious Background (for applications under criteria 3, 5 and 6)</b>	
Have you attended at least one Sunday service each month in the last 12 months <b>preceding the date of application.</b>	<b>YES/NO</b>
<p><b>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.</b></p>	

<p>To be completed by those wishing to apply on the basis of being a member of staff at The March CE Primary School 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>	
<b>Member of staff name</b>	
<b>Position</b>	
<b>Date Employment commenced</b>	
<b>Is this an application for recruitment for a post of which there is a demonstrable skill shortage?</b>	<b>YES/NO</b>
<b>All applicants should sign and date below:</b>	

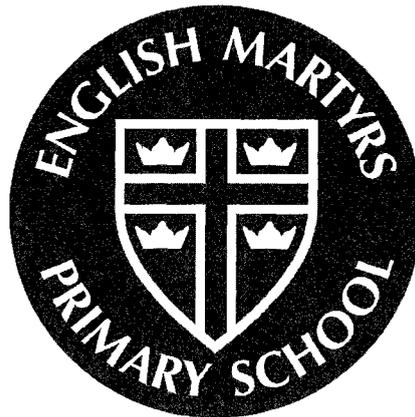
<b>Parental signature</b>	
<b>Name (print)</b>	
<b>Date</b>	

**FOR CHURCH USE ONLY:**

<b>Name of Church:</b>	
<p>I hereby certify that this family have attended the church for at least one Sunday service each month in the last 12 months preceding the date of application.</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 arrangements in relation to attendance will only apply to the period when the church or alternative premises have been available for public worship.</p>	
<b>Signature of Clergy / Church Leader</b>	
<b>Name (print)</b>	
<b>Date</b>	

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 School,  
Claypit Lane,  
Chichester, PO18 ONU.





# 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](mailto:office@englishmartyrs.school)

[www.englishmartyrs.w-sussex.sch.uk](http://www.englishmartyrs.w-sussex.sch.uk)

## SUPPLEMENTARY INFORMATION FORM

### For admission in 2025-26

#### 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 2025–26, the completed SIF, together with all supporting documents, should be returned to the school by **15 January 2025**.
- For an In-Year Admission in the Year 2025–26, 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  
AddressIs the child resident in the parish of English Martyrs, Goring or  
St Michael's, Worthing?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 **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 2025 is: **15 January 2025.**



**Goring Church of England  
(Aided) Primary School**  
Faith, Love and Learning

**West Sussex County Council**

**Supplementary Information Form**

Parent's Name (s):	
<b>Address:</b>	
<b>Postcode:</b>	
<b>Home Tel No.:</b>	<b>Mobile Tel:</b>
<b>Email Address:</b>	

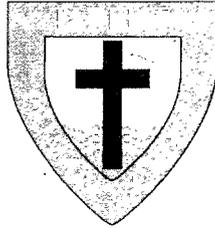
Name of child:	
Date of Birth:	Gender: Male/Female
Brother/Sister on Roll: Yes/No	
Name (s):	DOB (s):

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

Church Minister (if applying under category 3, 4 or 6) 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
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**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 2025 onwards)

<b>PART 1 – TO BE COMPLETED BY PARENT/CARER</b>	
<b>FULL NAME OF CHILD:</b>	
<b>ADDRESS:</b>	
<b>DOB:</b>	
<b>PARENT/CARER NAME:</b>	
<b>TELEPHONE NO:</b>	
<b>CHURCH/PARISH:</b>	
<b>NAME OF MINISTER/ CHURCH WARDEN</b>	

**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.

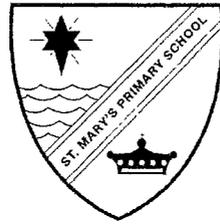
In the event that during the period specified for attendance at worship the church has been closed for public worship and has not provided alternative premises for that worship, the requirements of these admission arrangements in relation to attendance will only apply to the period when the church or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

<b>PART 2 – TO BE COMPLETED BY CHURCH MINISTER OR CHURCH WARDEN (handwritten please)</b>	
<b>NAME OF MINISTER/ CHURCH WARDEN:</b>	
<b>CHURCH/PARISH:</b>	
<b>CONFIRMATION THAT THIS FAMILY ARE 'SUSTAINED REGULAR WORSHIPPERS':</b>	<b>YES / NO</b>
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.	
<b>SIGNED: MINISTER OR CHURCH WARDEN</b>	<b>DATE:</b>

**THIS FORM MUST BE RETURNED BY THE WEST SUSSEX APPLICATION DEADLINE**

To: THE GOVERNORS (Admissions)

HEENE CHURCH OF ENGLAND PRIMARY SCHOOL, NORFOLK STREET, WORTHING, BN11 4BB



# 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](mailto:office@stmarysworthing.org.uk)

[www.stmarysworthing.org.uk](http://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

Is the child resident in the parish of Worthing &amp; 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/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, 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:**

- 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 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**