



**ST PIUS X CATHOLIC PRIMARY SCHOOL**

Tennyson Road, Chelmsford, Essex, CM1 4HY

01245 354875

admin@st-piusx.essex.sch.uk

**SUPPLEMENTARY INFORMATION FORM**

If you are expressing a preference for your child to be held on our waiting list for a place at St Pius X Catholic Primary School in Essex and wish to be **considered under a faith criterion**, you should complete this Supplementary Information Form.

This form is **NOT** an application for admission. All admission applications **MUST** be made through the local authority by completing the local authority's Common Application Form.

- The completed Supplementary Information Form, **together with all supporting documentation** (see notes at end), should be returned to the school for the attention of the Admissions Administrator.
- The information provided on this form, along with the supporting documentation provided, will be used to rank your child's position on our waiting list in line with our admissions policy (please visit our website to view the policy)

**Child's Surname:** \_\_\_\_\_

**Child's First Names:** \_\_\_\_\_

**Child's Home Address**  
**(inc. postcode):** \_\_\_\_\_

**Child's Date of Birth:** \_\_\_\_\_ **Gender M / F :** \_\_\_\_\_

**Parent/Carer Details**

**Parent/Carer Name(s):** \_\_\_\_\_

**Parent/Carer Address:** \_\_\_\_\_

**(if different from above)** \_\_\_\_\_

**Parent / Carer Telephone:** \_\_\_\_\_

**Parent / Carer Email Address:** \_\_\_\_\_

**Is there a sibling at the school already? Yes / No**

**Religious Status of Child**

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

Criteria	Tick Box	Evidence [insert details in accordance with the Notes below]
Baptised Catholic with a Certificate of Catholic Practice from your Priest.	<input type="checkbox"/>	
Other Catholic	<input type="checkbox"/>	
Catechumen	<input type="checkbox"/>	
Member of an Eastern Christian Church	<input type="checkbox"/>	
Member of other Christian denomination	<input type="checkbox"/>	
Member of other faith	<input type="checkbox"/>	

Catholic Parish in which your child lives:

The data on this form and documentation submitted with it, will only be used within the school admissions system, and will not be divulged to any third party outside the school admissions system in accordance with current GDPR legislation.

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

Signed.....

Date.....

Print Name .....

## **Notes**

### **1. Evidence of Catholic Baptism**

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

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

### **2. Evidence of Catholic Practice**

If application is being made for a place at the school for a Catholic child with a Certificate of Catholic Practice, this must be signed by a Catholic priest in the form laid down by the Bishops' Conference of England and Wales. The certificate should be obtained from the family's parish priest, or the priest in charge of the Church where the family practises, and should be provided at the same time as this form is returned to the school.

### **3. Evidence for Catechumens**

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

### **4. Evidence of Membership of an Eastern Christian Church**

If application is being made for a place at the school for a member of an Eastern Christian Church, including Orthodox Churches, evidence of membership will be required. A certificate of baptism or reception from the authorities of that Church should be provided at the same time as this form is returned to the school.

### **5. Evidence of Other Christian Denominations and Other Faiths**

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

## **Checklist:**

Have you enclosed?

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