

Diocese of Westminster

Catholic Primary Schools

Supplementary Information Form 2024 – 2025

Reception



Name and Address of School:

St Vincent's Catholic Primary School
1 Pierrepoint Road
Acton
W3 9JR

Child's Details

Child's surname:	
Child's first name:	
Home Address:	Date of Birth:
	Postcode:

Parent/Carer Details

Parent(s)/Carer(s) name:	
Address (if different from above):	
Telephone number:	
e-mail address:	
Alternative contact details:	
Name:	
Address:	
Telephone number:	
e-mail address:	

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

NOTE:

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

Religious Status 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]
1. Catholic with a Certificate of Catholic Practice	<input type="checkbox"/>	
2. Other Catholic	<input type="checkbox"/>	
3. Catechumen	<input type="checkbox"/>	
4. Member of an Eastern Christian Church	<input type="checkbox"/>	
5. Member of other Christian denomination	<input type="checkbox"/>	
6. Member of other faith	<input type="checkbox"/>	

Catholic Parish in which your child lives:
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Please include any evidence of your child's exceptional medical, pastoral or social needs that can only be met by attendance at this school. (Professional evidence will be required.)

I confirm that I have read and understood the Admissions Policy 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 that the governors may withdraw any offer of a place even if the child has already started school.

Signed..... Date.....

Please note:

- Where applicable parents can obtain a Certificate of Catholic Practice form from the parish where the family normally worships or from the Diocese of Westminster website.
- Applicants from other Christian denominations and other faiths may attach a letter from their minister or religious leader, confirming membership of that faith community.
- You **must** complete your local authority's Common Application Form (CAF) online by the closing date. **If you do not do this, you will not be offered a place.**
- The school appreciates any official translations of relevant foreign documents being included with your application.

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 for 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?

- Baptism certificate or certificate of reception into the Catholic Church (where appropriate)
- Certificate of Catholic Practice (where necessary)
- Letter confirming membership of a Christian denomination or other faith (where applicable)
- Evidence of exceptional need (where appropriate)

Have you completed your local authority's online application form (CAF)?