

**Corpus Christi, St John's Cathedral, St Paul's and St
Swithun's
Catholic Primary Schools**

SUPPLEMENTARY INFORMATION FORM 2023-24

If you are expressing a preference for a place for your child at Corpus Christi, St John's, St Paul's or St Swithun's Catholic Primary School in the Portsmouth local authority area **and wish to apply under a faith criterion**, you should complete this Supplementary Information Form.

- The completed Supplementary Information Form, together with all supporting documentation (see Notes below), should be sent to **admissions@portsmouthcc.gov.uk**.
- **If you do not provide the information required in this form and return it to Portsmouth Local Authority with all supporting documentation, your child may not be placed in the appropriate faith category and this is likely to affect your child's chance of being offered a place.**
- Remember – you **must** also complete the Common Application Form.

School Preference

Name of child:

Address of child:

Parent/Carer Details

Parent/Carer Name:

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

NOTE: When completing the Common Application Form, it is important that you provide details of any siblings (brothers or sisters) who will be attending the Catholic school/academy at the proposed time of admission. If this information is not provided the admission authority of the Catholic school/academy 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 (<i>see note 1</i>)	<input type="checkbox"/>	A certificate of baptism or certificate of reception into the full communion of the Catholic Church.
2. Member of an Eastern Christian Church (<i>see note 2</i>)	<input type="checkbox"/>	A certificate of baptism or reception into the Eastern Christian Church.
3. Member of other Christian denomination (<i>see note 3</i>)	<input type="checkbox"/>	Letter confirming membership of a Christian denomination. (<i>see note 3</i>)
4. Member of other faith (<i>see note 3</i>)	<input type="checkbox"/>	Letter confirming membership of another faith. (<i>see note 3</i>)

Catholic Parish in which your child lives:

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.....

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, who can consult with the diocesan Catholic Academies and Schools Office if they need further guidance.

2. 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.

3. 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, alternatively the letter may be signed electronically and emailed direct to the school from the minister/faith leader's or church's email account.

Checklist:

Have you enclosed?

- Copy of baptism or certificate of reception into the Catholic Church (where applicable).
- A certificate of baptism or reception into the Eastern Christian Church (where applicable)
- Letter confirming membership of a Christian denomination or other faith (where applicable).
- Have you completed and returned your local authority's Common Application Form?