

# Supplementary Information Form (SIF) 2023/2024:



St Edmundsbury and Ipswich  
Diocesan Multi Academy Trust

## To support applications for Long Melford Church of England Primary School Guidance notes



FORM SIF

This form must be used where parents or carers wish to express a preference for Long Melford CE Primary School on the grounds that the child and/or family are practising members of the Church of England.

This form will enable the school to assess whether the application can be considered under the religious grounds criterion. It is not compulsory to complete this form.

**This is not an application form.** Applications for a school place must be made by using the online facility or by completing a paper application form.

**Please refer to the details of the schools admissions criteria before you apply.**

We strongly recommend that you read the relevant guide Admissions to Schools in Suffolk and the relevant Directory of Schools in Suffolk. The guide and directories are available online at: [www.suffolk.gov.uk/admissions](http://www.suffolk.gov.uk/admissions).

We do not acknowledge receipt of SIF's and strongly suggest that you get proof of postage.  
**Please print in capital letters**

Child's legal last name \_\_\_\_\_

Child's first name \_\_\_\_\_

Child's middle name \_\_\_\_\_

Child's date of birth \_\_\_\_\_

Child's current address \_\_\_\_\_

Telephone numbers for parent/carer \_\_\_\_\_

Email address for parent/carer \_\_\_\_\_

Which Church do you and/or your child attend? \_\_\_\_\_

**Are you and/or your child a practising member of the Church of England and do you and/or your child go to church regularly, that is to say at least once a month?**

(please tick) Yes No

**Covid 19 exception-** *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".*

**What was your previous Church? (if you have recently moved)**

\_\_\_\_\_

If you have changed churches during the past year, please provide details of your previous Priest/Minister

**Name** \_\_\_\_\_

**Address** \_\_\_\_\_

To be completed by your Priest/Minister  
(If there is currently no minister in post a senior church officer may sign)

**I can confirm, to the best of my knowledge, that the above information is accurate.**

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

**Name** \_\_\_\_\_

**Position** \_\_\_\_\_

**Address** \_\_\_\_\_

Please return this form to:

**Long Melford CE Primary School, Cordell Road, Long Melford, Suffolk. CO10 9ED**

Telephone: 01787 379929

Email: [office@longmelfordprimaryschool.co.uk](mailto:office@longmelfordprimaryschool.co.uk)

**How we will use your information:**

We will use the information you have provided in your application for a school place in accordance with the Data Protection Act 1998. We will check and/or share this information, where necessary, with other admission authorities, local authorities, schools or education professionals, and Suffolk County Council's home to school transport service, to process your application and support the development of services. We will also use the information to enable Suffolk County Council to keep up to date figures on the availability of school places. We may share your information with other agencies to help you and/or your family to receive the appropriate services for your child's education, to help prevent fraud, or if required to do so by law.