



## ST LOUIS CATHOLIC ACADEMY

### SUPPLEMENTARY INFORMATION FORM

**Important:** In accordance with the School's published Admissions Policy (available on the School's Website) you are strongly advised to complete and return this form.

If you wish to apply for a place for your child at St Louis, please provide the information requested. The information is required to allow each applicant to be placed in the correct category in accordance with our published Admissions Policy. Failure to provide complete information will make it impossible for us to recognise the correct ranking for your child and could lead to them being placed lower down on our admissions list.

Please note that admission to Foundation Stage 1 (Nursery) does not secure a place at St Louis for Foundation Stage 2 (Reception).

If you are applying for a place in Foundation Stage 2 for your child, it is **essential** that you also complete the Local Authority Form either online or via a paper copy and return it to the same Local Authority. Parents of children due to start in Foundation Stage 2 (Reception) should receive details of the Local Authority admissions process from their own Local Authority.

Applications for all other years of entry should be made through the School by completing an ADM1 form.

<b>Name of Child:</b>	
<b>Date of Birth:</b>	
<b>Address:</b>	

<b>Parents Name:</b>	
<b>Title (Mr/Mrs/Ms/Miss):</b>	
<b>Address (if different from child):</b>	
<b>Telephone Number:</b>	
<b>Email Address:</b>	

Note: When completing the school application, it is important that you provide details of any siblings (brothers or sisters) who will be attending the school at the proposed time of admission. If this information is not provided the admission authority of St Louis 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.	Baptised Catholic looked after or previously looked after (note 1)		
2.	Baptised Catholic		
3.	Catechumen (note 2)		
4.	Member of an Eastern Christian Church (note 3)		
5.	Member of other Christian denomination (note 4)		
6.	Member of other faith (note 4)		

The data on this form will only be used within the school’s admissions system and will not be divulged to any third party outside the school’s admissions system in accordance with the current Data Protection 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: .....

## **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 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.

### **3. 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.

### **4. 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?

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

Have you completed and returned your ADM1 Application Form or applied via the portal?