



DIOCESE OF BRENTWOOD
ST. HELEN'S CATHOLIC PRIMARY SCHOOL

HEADTEACHER: MRS ELIZABETH MOUCHEL

North Road Westcliff on Sea Essex SS0 7AY

Phone: 01702 343823 Fax: 01702 437065 E-mail: office@st-helens.southend.sch.uk

SUPPLEMENTARY INFORMATION FORM

Child's surname (Capital letters)

Child's first names (Capital letters)

Male or female Date of Birth Child's Religion

Child's home address

..... Post Code

(Please advise the school office if you change address)

Parent/Carer's full name Mr/Mrs/Miss/Ms Religion

Parent/Carer's full name Mr/Mrs/Miss/Ms Religion

Parents address if different – (please state which parent)

Address:

..... Post Code

Telephone numbers: Home

Daytime..... Mobile

Names and dates of birth of any siblings attending the school

Name Date of birth

Name Date of birth

Name Date of birth

If your child has been baptised as a Catholic, please complete the box below;

Baptism Date:

Parish:

Please enclose a copy of your child's Baptism Certificate.

If your child is not a Catholic but is a practising member of another faith, please give details, enclosing a copy of their Baptism Certificate if appropriate:

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To ensure that your child's application can be processed immediately, please ensure that:

The Single Application Form has been fully completed and submitted to the Local Education Authority. (For new Reception Intake only. If you wish to apply for a place during the school year for Reception class or Years 1 to 6 please contact the school directly)

Where applicable, a copy of your child's Baptism Certificate has been provided.

Where applicable, a Priest's Form has been obtained from your Priest and has been completed, signed and forwarded to the school.

Where applicable, (for non-Catholic applications) a letter from your Minister/Religious Leader is enclosed.

ALL DOCUMENTATION *MUST* BE RECEIVED BY THE RELEVANT CLOSING DATES (See below).

Declaration.

If our child is admitted to St Helen's Catholic Primary School we understand that he/she will be educated in the Catholic faith and that he/she will participate in the religious life of the school. We will support the Aims and Ethos of this Catholic school.

Signed

Date

Print Name

FOR RECEPTION CLASS (SEPTEMBER 2019 INTAKE) ONLY

This Supplementary Information Form (SIF) along with the Priest's Form (available from your Parish Priest) or Minister/Religious Leaders letter (where applicable) and Baptism Certificate (where applicable) must be submitted to the school office by January 22nd 2019.

The Single Application Form (SAF) must be completed and submitted to Southend Borough Council by 15th January 2019.

Parents/Carers will be advised (BY SOUTHEND BOROUGH COUNCIL) of the school their child has been offered a place at on 16th April 2019.

Admission to St Helen's Catholic Primary School is in accordance with the determined admission arrangements. If the number of applications outnumbers the admission limit, applications are allocated in accordance with the School Admission Criteria and therefore not all applications will be successful.

If you wish to apply for a place during the school year for the reception class or for years 1 to 6, please contact the school directly.