



# St. James The Great

Roman Catholic Primary and Nursery School  
Windsor Road - Thornton Heath  
CR7 8HJ

Headteacher: Mr. C. Andrew BA (Hons) QTS PQSI

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## Supplementary Information Form for September 2025 Reception Admissions

The closing date for receipt of this form and the supporting documentation is **noon, 13<sup>th</sup> January 2025.**

Forms should be returned to the school office along with the originals of the requested documentation. If you submit any original documents by post that you wish to have returned, please include a self-addressed, stamped envelope with this form. Completion of this form does not guarantee a place in the school.

You must also complete a **Common Application form** via EAdmissions, ensuring that it is submitted by the published closing date in order for this form to be valid. Please read the Admissions Policy that accompanies this form.

Child's Surname: ..... Date of Birth: .....

First Name/s: ..... Female:  Male:

Religion of the child: ..... Certificate provided? **Yes No**

*Evidence of the child's religion, such as the **original** Baptismal Certificate, will need to be seen by the school*

Parent/Carer 1 Name: ..... Religion: .....

Parent/Carer 2 Name: ..... Religion: .....

Address: .....

.....

Home Tel No: ..... Email: .....

Parent/Carer 1 Mobile No: ..... Parent/Carer 2 Mobile No: .....

**Original documentation** of the following will need to be seen by the school in order to process this form.

Birth certificate  Proof of Address

Does your child have a sibling that will be attending the school at the intended time of admission? If yes, please provide the name and **current year group** of the sibling.

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**Commitment to religious practice**

The Governors of the school will require reference/s for mass attendance at the date of application. If your family has changed its place of worship recently or if your family worships in more than one Parish, please ensure references are provided from both Parish churches. Further copies of the form may be obtained via the school office or the school website. All references must be supplied to the school by the closing date specified above.

The Reference form which forms part of your application should be completed by your Parish Priest or Minister and returned to the school office with the rest of your application form and documentation.

If you attend a Catholic church, please complete the **Catholic Reference Form**. For mass attendance at places of worship of other religious denominations, please complete the **Dedication Reference Form**. If preferred, your Priest (or Minister) is welcome to use their own reference form in place of the attached one provided.

Catholic Reference Form enclosed

Dedication Reference Form enclosed

The church where the family usually worships: .....

If your family worships regularly in more than one parish, please provide details:

.....

Additional reference/s from previous/other parish(es) enclosed if applicable

How often do you attend Mass (or services of another religious denomination)?

Weekly  3 times a month  Fortnightly  Once a month  Less frequent

If Catholic, please indicate which Mass time you normally attend: Saturday at ..... (time)

Sunday at ..... (time)

If your family does not attend Sunday Mass (or Saturday Vigil Mass) or the services of another religious denomination on a weekly basis, you should provide further information - for example if your work schedule does not always permit Sunday attendance, do you attend on another day? The Governors require as much information as possible in order to make their decision on the allocation of places so please provide any additional information about your child/family which you feel is relevant to the admissions criteria including, where appropriate, supporting evidence e.g. letter/s from doctor, hospital, health visitor, social worker etc. Please include this information on a separate sheet of paper, ensuring that any additional pages are firmly attached to this document.

I have/have not attached further page(s) to this document (please delete as appropriate)

I confirm that the information provided in regard to the application is accurate and truthful.

Signed: ..... (Parent/Carer) Date: .....

If any of the information provided on this form changes before you are notified of the outcome of your application, please inform the school office in writing immediately. If you fail to do so or if you provide information, which is found to be deliberately inaccurate or misleading, the school reserves the right to withdraw any offer of a place.



## Catholic Parish Reference Form for September 2025 Reception Admissions

Please give this form to your Parish Priest for completion and return to the school by the published deadline.

Child's Name: .....

Parent(s)/Carer(s) Name(s): .....

Address: .....

.....

I am satisfied that the child is Baptised Catholic *(please circle as appropriate)*:      **Yes**      **No**

<b>Parent/Carer</b>	
Are they known to you? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
How often do they attend Mass? <i>(please tick below)</i>	
Weekly	
3 times a month	
Fortnightly	
Once a month	
Less than once a month	
Have they attended your church for 3 or more years? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
If no, how long have they attended? _____	

<b>Child</b>	
Are they known to you? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
How often do they attend Mass? <i>(please tick below)</i>	
Weekly	
3 times a month	
Fortnightly	
Once a month	
Less than once a month	
Have they attended your church for 3 or more years? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
If no, how long have they attended? _____	

Any comments you may wish to add regarding the above:	Parish Stamp/Seal
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Priest's Name: .....

Parish Name: .....

Parish Address: .....

Telephone Number and email address: .....

Priest's Signature: ..... Date: .....



## Dedication Reference Form *(for other Religious Denominations)* for September 2025 Reception Admissions

Please give this form to your Priest/Minister for completion and return to the school by the published deadline.

Child's Name: .....

Parent(s)/Carer(s) Name(s): .....

Address: .....

.....

I am satisfied that the child has been Christened/Baptised *(please circle as appropriate)*:      **Yes**      **No**

<b>Parent/Carer</b>	
Are they known to you? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
How often do they attend Mass? <i>(please tick below)</i>	
Weekly	
3 times a month	
Fortnightly	
Once a month	
Less than once a month	
Have they attended your church for 3 or more years? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
If no, how long have they attended? _____	

<b>Child</b>	
Are they known to you? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
How often do they attend Mass? <i>(please tick below)</i>	
Weekly	
3 times a month	
Fortnightly	
Once a month	
Less than once a month	
Have they attended your church for 3 or more years? <i>(please circle)</i> <b>Yes</b> <b>No</b>	
If no, how long have they attended? _____	

Any comments you may wish to add regarding the above:	Parish Stamp/Seal
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Priest's Name: .....

Parish Name: .....

Parish Address: .....

Telephone Number and email address: .....

Priest's Signature: ..... Date: .....