SIF/A

PETERBOROUGH DIOCESE EDUCATION TRUST
SUPPLEMENTARY INFORMATION FORM - PART A

Pytchley CE Primary School

To be completed by the parent/carer

Pytchley CE Primary School is an academy within Peterborough Diocese Education Trust (the Trust). The Trust is the admission authority and has responsibility for the admissions arrangements.

When there are more applications for a place at the Pytchley CE Primary School than there are places available, the Trust will prioritise applications according to its admission criteria, some of which relate to religious allegiance. **If you wish your child to be considered under the religious criteria, please complete this form and return it to the school** as soon as possible (or by the closing date of 15th January if you are applying for your child to start at the school in Reception next year).

If you do not wish your child to be considered under the religious criteria, this form is not necessary. **All** applicants, whether or not they complete this Supplementary Information Form, **MUST** complete the Local Authority Common Application Form, which should be returned to the Local Authority.

Please note that the information you provide on this form will be forwarded to the priest/minister/worship leader you name below. The designated priest/ minister/worship leader will be asked to confirm the information you have submitted.

Child's full name: . . . .Date of birth: ...../...../.....

Year Group Applied for: . . . . Proposed start date: ...../...../.....

Name of parent/carer: . . . . . .

Address: . . . . . .
. . . . . .

Post code . . . . . Telephone . . . . . .

Name of priest / minister / worship leader: . . . . . .

Name of church / worship centre:.....

Contact Address: . . . . . .
. . . . . .
. . . . . .

Post code . . . . . Telephone (if known) . . . . . .

Please tick the box to indicate that you believe you meet this criterion:

- Children of worshipping members of any Church that is a member of Churches Together in England, this includes the Church of England ☐

Signed:…… Date ……../……/……

Please return this form to the Pytchley CE Primary School as soon as possible.

PETERBOROUGH DIOCESE BOARD OF EDUCATION
SUPPLEMENTARY INFORMATION FORM - PART B

SIF/B

Pytchley CE Primary School

To be completed by the priest/minister/worship leader nominated by the parent

The parent whose details appear below has applied for a place for their child at Pytchley CE Primary School. They have indicated that they meet the admission criterion below.

The parent has given your name as the priest/minister/worship leader of their church /worship centre. We ask that you confirm your knowledge of this applicant in relation to the criterion they have ticked.

For your information, our guidance on the term "worshipping member" is as follows: At least one of the parents or guardians of the child is regarded by the priest / minister / worship leader as part of the worshipping community at the church / worship centre. This would not necessarily mean that the parent is a "Member" in a technical sense (e.g. through baptism, confirmation or electoral roll) but would imply a pattern of attendance at worship (on Sunday or at other times) that is at least once a month and has been sustained for more than a 12-month period prior to the closing date (15th January).

Please be aware that this form, when completed, may have to be copied to the applicant and members of an Independent Panel, should an Appeal for a place be made. We thank you for taking the time to complete the form and ask that you return it to the school as soon as possible.

Child's full name: . . . . . Date of birth: ...../...../.....

Name of parent/carer: . . . . . .

Address: . . . . . .
. . . . . .

Post code . . . . . Telephone . . . . . .

The applicant has indicated that they believe they meet the following criteria:

- Children of worshipping members of any Church that is a member of Churches Together in England, this includes the Church of England

I CAN / CANNOT* confirm that the applicant meets the criterion that they have ticked. *Please delete as applicable

If you cannot confirm the applicant's tick is correct, you are invited to explain below.

Signed:…… Date ……/……/……

Please return this form to the Pytchley CE Primary School as soon as possible.

Privacy Notice for Prospective Pupils and Prospective Parents / Carers

Pytchley CE Primary School is part of the Academy Trust called Peterborough Diocese Education Trust (the Trust) and the Trust is the organisation which is in charge of children's personal information. This means the Trust is called the Data Controller.

We will process the information you have supplied in this form. We collect and hold information about you and your child and will also receive information about you and your child from your priest / minister / worship leader.

We use this information to administer the oversubscription criteria in our Admissions Policy. The information is necessary for us to meet legal requirements imposed upon us by the School Admissions Code. We will also give this information about you and your child to the priest / minister / worship leader in order to obtain the information we need from them to administer the oversubscription criteria in our Admissions Policy. Our disclosure of your child's and your information is lawful as disclosing the information is necessary for us to meet legal requirements imposed upon us by the School Admissions Code.

We keep this information about you and your child for the current academic year plus one year in line with our Records Retention Policy. You have certain rights in relation to the processing of your child's and your personal data. You will find more information on this within our Data Protection Policy which is available on our Academy website.