



**SUPPLEMENTARY INFORMATION FORM FOR ADMISSION TO
ST RICHARD'S CE PRIMARY SCHOOL**

Parents/carers should fill in this form only if they are applying for a church supported (criteria 4 and 5) place. The completed form, including the Vicar's reference, should be returned direct to the school by 12pm on the closing date for applications.

All applicants must complete a **Common Application Form (CAF)** online where the child named as applicant lives and should name St Richard's CE Primary School as a preference on that form. Residents of the London Borough of Richmond upon Thames should refer to the Admissions to Richmond's Primary Schools brochure on the council website www.richmond.gov.uk

Please read a copy of our Admissions Policy prior to completing this form.

CHILD and PARENT/CARER INFORMATION

Full name of child	
Date of birth	
Name(s) of parent(s)/carer	
Contact mobile number	
Contact email address	

CHURCH COMMITMENT

Name and address of Church If this is not an Anglican church, please state denomination to which it belongs	
Do you attend church worship at least fortnightly? Please delete	Yes / No
Have you worshipped at this church for at least 2 years prior to application?	Yes / No
If less than 2 years at your current church please supply the name, address and email of your previous church and Vicar.	

CHURCH INFORMATION

Name of Vicar/Priest	
Address of Vicar /Priest and email address	

I confirm that the information given above is correct and that I have read St Richard's CE Primary School's Admissions Policy.

Signed: (Parent / carer)

Date:

Please ask your Vicar / Priest to complete the reference section below to verify the information given and return the entire form to the school office by 12pm on the closing date for applications at St Richard's CE Primary School, Ashburnham Road, Ham, Richmond TW10 7NL. We will not be able to consider your child for a church supported place if the deadline is missed.

*Note: 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.



VICAR / PRIEST'S REFERENCE

NOT TO BE COMPLETED BY THE APPLICANT

Can you confirm that the applicant is a regular member of your church under the terms of St Richard's CE Primary School's Admission Policy? **Yes / No (please delete)**

Regular attendance is defined as where one or both parents/carers attend church worship at least twice a month and for more than two years prior to application. * Those who have recently moved to the area and who worshipped previously in a different church will be asked to supply a reference from that church so that the two-year period is covered. The governors do not give a higher preference to families where both parents worship.

Is your church a member of a full member of Churches Together in Britain and Ireland (CTBI) or the Evangelical Alliance? **Yes / No (please delete)**

Note: If a family is refused a place at the school and appeals against the governors' decision, this form may be used as evidence at the appeal.

Signed: Vicar / Priest

Print name:

Date:

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