



Supplementary Information Form for admission to
Our Lady Queen of Heaven RC Primary School
in the academic year **2017/2018**



When applying for a place at **Our Lady Queen of Heaven School**, please make an appointment to see the Parish Priest of the Parish you usually attend. Please bring this form with Part 1 completed and signed. The Parish Priest will complete his reference and either forward the form to the school or return the form to you. If you have recently moved to a parish, you should also contact your last parish to obtain the reference to demonstrate two or more years of practice (please ask for an additional form if needed). You should then return the form to the school office together with your child's **Baptism Certificate and proof of address**. If you are not a Catholic, please hand the form to your minister or equivalent who will add his or her reference in Part 3.

NB. **For Reception Admissions, you must also complete a Common Application Form** from your home Local Authority. Wandsworth residents can complete this online at www.wandsworth.gov.uk or obtain a paper form from the Council's Pupil Services team. For In Year admissions The Common Application Form is available from the school or Council's Pupil Services team, or if your child is already in a Wandsworth school, a school transfer form is available from your current school.

PART 1 (To be completed by all parents or carers)

School to which you are applying: _____

Address of school: _____

Surname of child: _____ Date of birth: _____

Christian/forename(s) of child: _____

Religion/Denomination of child : (eg Roman Catholic) _____ Boy ☐ Girl ☐

Date and place of Baptism (if applicable): _____

Parents' names: _____

Parents' religions/denominations: _____

Home address: _____

_____ Postcode: _____

Contact telephone numbers: _____ (Mother/Father/Carer)

If **Catholic**, indicate which Mass you normally attend: Saturday at _____ (time)
or Sunday at _____ (time)

Parish in which you live (eg Our Lady & St Peter, Wimbledon Common) _____

Usual place of worship (if different): _____

How long have you worshipped there? _____ years. If you have recently moved to the parish please give details of your previous parish _____

How often do you attend Mass? Weekly ☐ once or twice a month ☐ less often ☐

Details of siblings: _____

If your child already has an older brother or sister attending Our Lady Queen of Heaven School, who will still be on Roll in September 2017 please give details below:

Please add here any other information you may feel is relevant to this application in relation to the school's admissions policy in respect of exceptional medical, social or pastoral needs of your child that make only this school suitable for them. Strong and relevant evidence must be provided by an appropriate professional authority (eg. qualified medical practitioner, education welfare officer, social worker or priest). (Continue on a separate sheet if necessary)

I confirm that the information we have given on this form is accurate and truthful:

Signed: _____ Parent/ Carer Date: _____



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PART 2 (To be completed by Catholic priests only)

I am satisfied that the child is a baptised Roman Catholic
or a baptised member of a church that is in full communion with Rome Yes ☐ No ☐

If no are the parents/child enrolled in a RCIA/RCIC programme? Yes ☐ No ☐

Is this family known to you? Yes ☐ No ☐

How long have the family attended your church?

More than 2 years ? Yes ☐ No ☐

If less than 2 years, how long?

Please indicate which statement best describes the practice of the family :

Regular attendance at Mass ☐
(i.e. weekly)

Occasional attendance at Mass ☐
(i.e. once or twice a month)

Irregular attendance at Mass ☐
(i.e. less than once a month)

Please comment, if appropriate, **only** to clarify the Mass attendance above:

Priest's name: _____ Parish (or ethnic chaplaincy): _____

Address: _____ Tel.: _____

Parish stamp or seal

Priest's signature: _____

Date: _____

PART 3 (To be completed only by ministers of other denominations or faiths)

Non-Catholic parents/carers from other denominations or faiths should hand this form to their minister or equivalent asking them to complete the section below and return it as soon as possible to the school indicated over.

I confirm that this family are members of our faith community ☐ The family is not known to me ☐

Name of minister: _____ Denomination/faith: _____

Parish or faith community: _____

Address: _____ Tel.: _____

Signed: _____ Date: _____

Instructions to the priest, minister or other faith leader:

Please complete and return this form by 15th January 2017 to the School Office at Our Lady Queen of Heaven School, Victoria Drive, London, SW19 6AD Tel: 020 8 788 7420 email: info@ourladyqueenofheaven.wandsworth.sch.uk