



St Joseph's Catholic Primary School

Bishop's Stortford

'IN YEAR' School Information Form

(Please complete one form for each child)

Child's surname:

Child's first name:

Child's Gender:

Date of birth:

Name of Parents:

Current Home Address:

Telephone Numbers:

Email:
Future Home Address: (If relocating)
Relocation Date:

Details of Religion

Religion of the Child:- please tick one			
Catholic	Other Christian – please state	Other faith – please state	None
Catholic Parish you live in:			

Church where child was baptised and date of baptism: (baptism certificate required)	
Name and position of priest supplying Certificate of Catholic Practice (where appropriate)	

School Details

Current School & Address: (Previous school if your child is not currently attending a school)	
Name of Headteacher:	
Current Year Group:	
Special Educational Needs Does your child have a Statement of Special Educational Needs or Educational Health and Care Plan (EHCP)	Yes / No
Children in Public Care Is your child looked after, or was previously looked after and is now adopted, or with a child arrangements or special guardianship order?	Yes / No

I confirm that I have read and understood the In Year Admissions Policy and that the information I have provided is correct.

I understand that I must notify the school immediately if there is any change to these details and that should any information I have given prove to be inaccurate that governors may withdraw any offer of a place even if the child has already started school.

I understand that my child must be in a position to start at this school within two weeks of being offered a school place. If this is not possible, the governors may withdraw any offer of a school place.

Signed.....

Date.....

Please note:

- Where applicable parents can obtain a Certificate of Catholic Practice from the parish in which they worship or from the Diocese of Westminster website.
- Applicants from other Christian denominations and other faiths may attach either a certificate of baptism or a letter from their minister or religious leader, confirming membership of that faith community.

Checklist – have you enclosed?

- Copy of birth certificate
- Proof of residence within the last three months eg utility bill
- Copy of baptism certificate (where necessary)
- Certificate of Catholic Practice (where necessary)
- Evidence of exceptional need (where necessary).

The school is committed to protecting the information provided by parents/carers and using it only for the purpose for which it was obtained. For information on the school's Privacy Notice please read the attached 'Admissions Privacy Notice.' Further information may be obtained by visiting the school website at www.stjosephs207.herts.sch.uk or by contacting Mr I Edwards, DPO, via email: dpo@stjosephs207.herts.sch.uk.