



**Closing date for Reception applications is 15<sup>th</sup> January 2024. You MUST also complete the Local Authority's eAdmissions form online by this date.**

## Botwell House Catholic Primary School

Supplementary Information Form for Admission to

### RECEPTION

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#### Child's Details

Child's Surname: <i>(As Written on Birth Certificate)</i>	First Names: <i>(As Written on Birth Certificate)</i>
Home Address:  Postcode:	Date of Birth:

#### Parent/Carer Details

Parent/Carer Name 1	
Relationship to child	
Address  Postcode:	
Telephone Number	
Email Address	
Parent/Carer Name 2	
Relationship to child	
Address  Postcode:	
Telephone Number	
Email Address	

#### Details of Religion

Religion of child	
Catholic Parish in which you live in (full address)	
Church where your child was baptised & date of baptism	
Church you currently attend	
Name of Priest supplying Certificate of Catholic Practice or religious leader supplying letter confirming membership of the faith community (where appropriate)	
Name of brother or sisters at this school who will be attending at the date of admission	<u>Name(s)</u> <u>Year Group</u>

Does your child have exceptional medical, pastoral or social needs that can only be met by attendance at this school (Professional evidence will be required)	YES / NO (if yes please provide details)
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Is your child 'looked after' by the Local Authority, adopted having previously been 'looked after' or subject to child arrangements or special guardianship orders?	YES / NO (if yes please provide details)
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Are you a Member of staff at Botwell House School and been employed at the school for at least 2 years at the time of application?	YES / NO (if yes please provide details)
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I confirm that I have read and understood the 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, the governors may withdraw any offer of a place even if my child has already started.

Parents/Carers Name.....

Signature..... Date.....

**Please Note:**

- Where applicable parents can obtain a Certificate of Catholic Practice from the parish in which the family normally worships or from the Diocese of Westminster website at [www.rcdow.org.uk/Education](http://www.rcdow.org.uk/Education).
- Applicants from other Christian denominations and other faiths may attach a letter from their minister or religious leader confirming membership of the faith community.
- You must complete the Local Authority eAdmissions form/online application and return by the closing date. If you do not do this, you will not be offered a place.

**Checklist:**

**Please bring to the school office original copies of:**

- Proof of Date of Birth
- Baptism Certificate (Where Necessary)
- Certificate of Catholic Practice dated within one year of admission (Where Necessary)
- Proof of address (Current Council Tax Demand, Tenancy Agreement)
- Evidence of exceptional need (where appropriate)

**Please ensure that you have ALL the relevant paperwork with you when submitting your application. Copies will be made, and original documents returned at once.**

**You must complete your local authority's eAdmissions form/online application via the Hillingdon Admissions.**

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 look on the school website under Privacy Notice or contact the school for a hard copy.