

St Matthew Academy

Supplementary Information Form



Section A: To be completed by the Parent or Carer

Section B: Optional section to be completed by the Parent or Carer if you wish to provide

background information for the Priest / Minister/ Faith Leader

Section C: To be completed by the Priest / Minister / Faith Leader. Information about Child and Religious Practice

Section A		
1. Child's Details		
Legal Surname:		
Legal Forename:		
Date of Birth:	/ /	If place offered, a copy of child's birth certificate will be required
Home Address:		Post Code: Name of Local Authority:
Daytime telephone number:		Mobile Number:
Email address:		

2. Parent or Carer Name/s	
A Parent/Carer	
B Parent/Carer	

3. Will your child currently have any siblings on roll at the Academy as at the 1st September 2024 and living at the same address? YES/NO			
Forename	Surname	Date of Birth	Year Group

4. Religious denomination of child:			
Religion of pupil, please tick as appropriate:	<input type="checkbox"/> Catholic <input type="checkbox"/> Buddhist <input type="checkbox"/> Muslim	<input type="checkbox"/> Church of England <input type="checkbox"/> Hindu <input type="checkbox"/> Sikh	<input type="checkbox"/> Christian <input type="checkbox"/> Jewish <input type="checkbox"/> Other Religion
Date and place of Baptism/Christening/Dedication:			
Please attach a photocopy of the Baptism/Christening/Dedication Certificate Please note your application may not be considered without this.			

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5. Frequency of Sunday Mass attendance for Baptised Catholic applicants

or

Frequency of attendance at your place of worship for other applicants

it is only necessary for one parent/carer to complete this section

Note: The suspension of the obligation to attend Sunday Mass was announced 18 March 2020 by Bishops conference of England and Wales. If a parent or carer attended Mass at a particular parish (or parishes) prior to 18 March 2020 then they will be considered to have attended Mass in that parish (or parishes) regularly since that time. This will remain the case until Sunday obligation is reintroduced by the bishops

Please circle as appropriate

Child: Weekly Fortnightly Monthly Occasionally Rarely Never

Parent/Carer: Weekly Fortnightly Monthly Occasionally Rarely Never

Declarations

Please ensure that you complete the following by placing a tick in the boxes below

I have named St Matthew Academy on my child's Common Application Form

☐

I have attached copies of my child's: Baptism/Christening/Dedication Certificate to this form:
if you are offered a place at St Matthew Academy, a copy of your child's birth certificate will be required)

☐

I declare that the details on this form are consistent with the information I have completed on my child's Common Application Form. I understand that if I do not name St Matthew Academy on the Common Application Form my application will not be considered.

This Supplementary Information Form should be forwarded to your Priest/Minister as soon as possible for completion and returned to St Matthew Academy as soon as possible and no later than 31st October 2023 otherwise your application may not be considered.

Your child's Common Application Form should be returned to your home Local Education Authority for secondary transfer.

NB: If you do not apply to the Local Education Authority your application will not be considered

This Supplementary Information Form should be returned to **St Matthew Academy** no later than **31st October 2023** for secondary transfer.

Signed by Parent/Carer:

Date:

Please send this form to your nominated Priest/Minister/Faith Leader, to whom the form should be returned together with a copy of your child's Baptism/Christening/Dedication certificate.

Please return form to: Admissions Officer at St Matthew Academy, St Joseph's Vale, London SE3 0XX
This must be sent in good time to be received by St Matthew Academy before the deadline of 31st October 2023

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Section B

Please note: All applications are verified and in order to do this, the following lists are used:

- Catholics include members of the Ordinariate and the Latin and Oriental Rite Churches that are in union with the Bishop of Rome
- Children of families who are members of other Christian denominations that are part of Churches Together in England
- Evidence of Baptism (or dedication) provided by a priest or minister of a designated place of worship will be required.

Please provide the following additional information to assist your nominated Priest/Minister in completing Section C of this form.

Name of Child:	
Current School:	
Date and place of First Holy Communion:	
Name of the parish in which you live:	
Childs Address:	
Name of the Parish Priest/Minister:	
Name of the Priest/Minister to whom you are known:	
How long have you lived in the parish?	
Name of the parish in which you regularly worship: (if different from your parish church)	
Address:	
Name of the Parish Priest/Minister:	
Name of the Priest/Minister to whom you are known:	
How long have you been worshipping at the church?	

Any further comment you think may be helpful to your Priest/Minister:

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Section C - To be completed by the Priest/Minister

Catholic Priest Reference

An application has been made for the child named on the front page to be admitted to St Matthew Academy. The Admission Policy of the Academy clearly states that priority will be given to committed Catholic families. In interpreting Catholic commitment and practice the Governors take into account frequency of attendance at Mass. We would be grateful if you would answer the following questions.

I confirm that this family are practising members of our faith community and attends:

Please circle as appropriate

The family is known to me: **YES** **NO**

The child is known to me: **YES** **NO**

Child: Weekly Fortnightly Monthly Occasionally Rarely Never

Parent/Carer: Weekly Fortnightly Monthly Occasionally Rarely Never

Has this pattern of Mass attendance been longer than two years? **YES** **NO**

Reference by Ministers/Faith Leaders of other denominations or faiths

I confirm that this family are practising members of our faith community and attends:

Please circle as appropriate

The family is known to me: **YES** **NO**

The child is known to me: **YES** **NO**

Child: Weekly Fortnightly Monthly Occasionally Rarely Never

Parent/Carer: Weekly Fortnightly Monthly Occasionally Rarely Never

For all references

Name:

Signed:

Telephone Number:

Parish/Faith community:

Address:

Thank you for taking the time in completing this form.
Please return it to arrive no later than 31st October 2023
for secondary transfer:

Admissions, St Matthew Academy
St Joseph's Vale, Blackheath, London SE3 0XX

Please add your parish stamp