

**DIOCESE OF HALLAM**  
**NOTRE DAME HIGH SCHOOL**  
**SUPPLEMENTARY INFORMATION FORM (SIF)**  
**2019/2020**

If you are expressing a preference for a place for your child at Notre Dame High School in Sheffield **and wish to apply under a faith criterion**, you should complete this Supplementary Information Form (SIF).

- The completed SIF, together with all supporting documentation (see Notes below), should be **returned to:**

**Mrs S Giles**  
**Notre Dame High School**  
**Fulwood Road**  
**Sheffield S10 3BT**

by the closing date 31<sup>st</sup> October 2018.

- If you are applying to more than one Catholic school or academy you will need to complete a separate SIF for each school/academy.
- **If you do not provide the information required in this SIF and return it to the school, with all supporting documentation, by the closing date, your child may not be placed in the appropriate faith category and this is likely to affect your child's chance of being offered a place.**
- Remember – you **must** also complete the Common Application Form.

**Name of child:** \_\_\_\_\_

**Address of child:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Parent/Carer Details**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**(if different from child)** \_\_\_\_\_

\_\_\_\_\_

Please read the relevant school/academy Admission Policy, noting in particular any faith criteria, and your Local Authority booklet, before completing this form.

**NOTE: When completing the Common Application Form, it is important that you provide details of any siblings (brothers or sisters) who will be attending the Catholic school/academy at the proposed time of admission. If this information is not provided the admission authority of the Catholic school/academy may not be able to place the application within the correct criteria.**

**Religious Status of child (please indicate by placing a tick in one box only)**

<b>Criteria</b>	<b>Tick Box</b>	<b>Evidence</b> (Please provide details in accordance with the Notes below)
Catholic	<input type="checkbox"/>	
Catechumen	<input type="checkbox"/>	
Member of an Eastern Christian Church	<input type="checkbox"/>	
Member of other Christian denomination	<input type="checkbox"/>	
Member of other faith	<input type="checkbox"/>	

**Privacy Notice:**

The data on this form will only be used within the school/diocesan admissions and appeals system (if applicable), and will not be divulged to any third party outside the school/diocesan admissions and appeals system (if applicable) in accordance with General Data Protection Regulations (GDPR).

Please ensure that any referee is aware that their reference may be made available to the Independent Appeal panel for the purposes of an appeal.

The school Privacy Policy can be accessed on the school website or by emailing [data@notredame-high.co.uk](mailto:data@notredame-high.co.uk). This policy provides fuller details about the way in which we use data, the length of time we store data for, and who we will share personal data with.

**I confirm that I have read the Admissions Policy of the school 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 governing body may withdraw any offer of a place even if the child has already started school.**

Signed.....

Date.....

## **Notes**

### **Evidence of Catholic Baptism**

If application is being made for a place at the school for a Catholic child evidence of Catholic baptism or reception into the Church is required. A certificate of baptism or certificate of reception into the full communion of the Catholic Church should be provided at the same time as this form is returned to the school.

The Admission Authority may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church, e.g. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their Parish Priest.

### **Evidence for Catechumens**

If application is being made for a place at the school for a catechumen evidence of their being a member of the catechumenate of a Catholic Church will be required. A certificate of reception into the order of catechumens should be provided at the same time as this form is returned to the school.

### **Evidence of Membership of an Eastern Christian Church**

If application is being made for a place at the school for a member of an Eastern Christian Church, including Orthodox Churches, evidence of membership will be required. A certificate of baptism or reception from the authorities of that Church should be provided at the same time as this form is returned to the school.

### **Evidence for Other Christian Denominations and Other Faiths**

If application is being made for a place at the school as a member of another Christian denomination or another faith a letter on letter headed paper confirming membership of that Christian denomination or faith, and signed by the appropriate minister of religion or faith leader, will be required. The letter should be provided at the same time as this form is returned to the school.

-----

### **Checklist:**

Have you enclosed?

- Copy of baptism or certificate of reception into the Catholic Church (where applicable).
- Copy of baptism or certificate of reception into an Eastern Christian Church (where applicable).
- Letter confirming membership of a Christian denomination or other faith (where applicable).

**Have you completed and returned your local authority's Common Application Form?**