

# North Curry C of E Primary School admission arrangements for 2024/25

## Supplementary Information Form (SIF)

**This form must be completed and submitted to Somerset Local Authority if you would like your application for North Curry CofE Primary School to be considered under criterion 3 of the over subscription criteria relating to regular church attendance which is:**

Children and/or parent(s) who are practising members of the founding religious body of the school (e.g., Anglican or Methodist).

“Practising” is defined as at least once a month for at least six months prior to the application closing date attendance at church by at least one parent and/or child.

*'In the event that during the period specified for attendance at worship the church [or, in relation to those of other faiths, relevant place of worship] has been closed for public worship and has not provided alternative premises for that worship, the requirements of these [admissions] arrangements in relation to attendance will only apply to the period when the church [or in relation to those of other faiths, relevant place of worship] or alternative premises have been available for public worship'.*

Please ensure that the attached form is completed by you and signed by the relevant church representative (vicar, priest, minister, pastor, church warden) and submitted to Somerset Local Authority. It must be received by Somerset Local Authority by midnight on 4 February 2023 for primary admissions. For in year admissions it must be submitted directly to the school alongside an in year application form.

Failure to send the correctly completed supplementary information form to Somerset Local Authority by the closing date will mean that your application cannot be considered under the church attendance criterion.

**Please return form to:**  
Admissions & Entitlements Team  
PPC402C  
Somerset County Council  
County Hall  
Taunton  
Somerset  
TA1 4DY

## Notes for Clergy

Notes for clergy or those responsible and authorised to sign supplementary information forms for those applying to North Curry CofE Primary School under criterion 3.

The recommendation of the Bath & Wells DBE is that it is best practice to have a subcommittee of at least three members, including clergy, church wardens and those with responsibility for Sunday school to consider these requests and be authorised to sign the form if it is agreed appropriate.

Please also note that if this form is not received by Somerset Authority prior to the published deadline the child cannot be considered eligible under any church attendance criteria.

In order for the application to be considered under the criterion within the school's admissions arrangements, the following must be ensured:

1. The DBE does recommend that the child or a parent has attended actual worship and that attendance at toddler groups or other activities that are held at the church does NOT meet the requirements.
2. The completed form must be received by Somerset Local Authority by midnight on 4 February 2023. For in year admissions the parent/carer must submit it directly to the school alongside an in year application form.
3. For applicants who have recently, or are about to move to a different area, the supplementary information form should be completed by the clergy at the church where they have been regularly worshipping. It is the responsibility of the applicant to organise this and ensure that the SIF is completed and sent in on time.

### **Please Note:**

The application process is a legal one and every effort **MUST** be made to ensure that applications and any supplementary forms are completed accurately and on time. If applicants are unsuccessful, they have the right to appeal. **Clergy should not be pressured into signing a form if they know that the applicant does not, or are in doubt as to whether the applicant does, meet the criteria laid down by the school. This is one reason why a committee should consider every application. It is also particularly helpful where there is an inter-regnum or where clergy have been in post less than 6 months.**

Please complete your child's details then give this form to your clergy leader (priest/minister/pastor), who will complete the remaining part of the form.

**Details of Child/Children**

Applicants Name:.....

Childs Full Name:.....

Childs Date Of Birth:.....

**Details of Church and Church Representative**

Name and Address of Church:.....

.....

Name and Position of Church Representative.....

.....

Church Denomination (i.e. Anglican, Methodist etc).....

Tel:.....

**Declaration**

I, (insert name).....

confirm that the child and/or parent(s)/carer(s identified above has attended

(name of church).....

at least once a month for a minimum of 6 months prior to the date of application.

Signed:.....

Date:.....

**Please return form to:** Admissions Team, PPC402C, Somerset County Council, County Hall, Taunton, Somerset, TA1 4DY