



**St James's C of E
Primary School**
Let Your Light Shine

**St James's C of E Primary School
Supplementary Form 2027-2028**

2027–2028 Admissions

This form should be completed only if applying under criteria (c), (d) or (e) of the School's Admissions Policy. It must be returned directly to the school by the admissions deadline.

Section 1: Pupil and Parent Details

Child's full name:
Date of birth:
Parent(s)/Carer(s) name(s):
Home address:
Contact telephone/email:

Section 2: Place of Worship / Faith Community

Name of Church or Faith Community:
Address:
Denomination / Faith tradition:
Please tick one option:
☐ Church of England
☐ Other Christian denomination
☐ Other faith (Buddhism, Hinduism, Islam, Judaism, Sikhism)
☐ Other (specify):

Section 3: Attendance Requirement

Families must demonstrate attendance at a place of worship at least once per month for a minimum of one year prior to application.

Child attendance:	<input type="checkbox"/> Weekly <input type="checkbox"/> Most weeks <input type="checkbox"/> Monthly <input type="checkbox"/> Less often <input type="checkbox"/> Never
Parent/carers attendance:	<input type="checkbox"/> Weekly <input type="checkbox"/> Most weeks <input type="checkbox"/> Monthly <input type="checkbox"/> Less often <input type="checkbox"/> Never
Length of attendance (years/months):	
Additional relevant information:	

Section 4: Confirmation by Priest, Minister or Faith Leader

I confirm that the above family has attended this Church/Faith Community at least once per month for a minimum of one year prior to application.

Name of Priest / Minister / Faith Leader

/ Churchwarden:

Role/Title:

Address and Contact Details:

Signature:

Date:

Return Address

The Clerk to the Governors
St James's C of E Primary School
Kingsway
Wollaston
DY8 4RU

Guidance for Clergy and Faith Leaders

Supporting Supplementary Information Forms (SIF)

Admissions 2027–2028

Thank you for supporting families applying for a place at St James's C of E Primary School. This guidance explains what the school requires from clergy and faith leaders when completing the Supplementary Information Form (SIF).

1. Why your confirmation is required

Under the school's published Admissions Policy, priority may be given to families who demonstrate: regular attendance at St James's Church (Criterion c), another recognised Christian church (Criterion d), or participation in another world faith community (Criterion e). Your verification ensures that these criteria are applied clearly, fairly and objectively.

2. Attendance requirement

To meet criteria c, d, or e, families must demonstrate attendance at a place of worship at least once per month for a minimum period of one year prior to the application. Your confirmation should state whether this requirement has been met.

3. What you are being asked to confirm

When completing the SIF, you are asked to confirm that you know the family, that they attend your church or faith community, and that their attendance meets the published criteria. If you cannot verify this reliably, you should indicate this clearly.

4. What counts as attendance

Attendance may include worship services, children's church, or recognised faith gatherings consistent with your tradition. Online worship counts only if part of an established pattern. Social groups or non-worship activities do not meet the requirement unless they include an act of worship.

5. Completing the form

Please complete your name, role, contact details, and sign the confirmation section. No additional documentation is required unless you wish to provide context.

6. Confidentiality and impartiality

Please complete the form accurately and impartially. Forms should only be signed when you are confident that the family meets the stated attendance requirement.

7. Queries and further information

If you have questions regarding the Admissions Policy or the SIF, please contact the Clerk to the Governors at:

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Kingsway
Wollaston
DY8 4RU