

# MID-YEAR APPLICATION

CAT:

**St John Payne Catholic School**  
Patching Hall Lane, Chelmsford CM1 4BS  
Tel: 01245 256030 – Email: office@sjp.essex.sch.uk

## **Supplementary Information Form for Mid-Year Admission** **(PLEASE COMPLETE BOTH SIDES OF THIS FORM)**

CHILD'S SURNAME: .....

FORENAME/FIRST NAMES: .....

DATE OF BIRTH: ..... Male/Female: .....

RELIGION: .....

IF CATHOLIC, DATE AND PLACE  
OF BAPTISM or RECEPTION: .....

HOME ADDRESS: .....  
.....POSTCODE: .....

CURRENT SCHOOL: .....

REASON FOR APPLICATION TO ST JOHN PAYNE CATHOLIC SCHOOL:  
.....

**FOR OVERSEAS APPLICANTS ONLY**  
IF YOUR CHILD HAS EVER BEEN REGISTERED AT A LOCAL AUTHORITY NURSERY OR  
SCHOOL IN THE UK PLEASE PROVIDE DETAILS BELOW:  
.....  
.....  
.....

<b>(FULL NAMES OF PARENTS (OR GUARDIANS):</b>	<b>CONTACT DETAILS:</b>
MOTHER: .....	Home Tel: .....
ADDRESS: .....	Mobile Tel: .....
.....	Work Tel: .....
	Email Address: .....
FATHER: .....	Home Tel: .....
ADDRESS:.....	Mobile Tel:.....
.....	Work Tel: .....
	Email address: .....

**RELIGIOUS INFORMATION**

NAME & ADDRESS OF PARISH IN WHICH YOU RESIDE:

.....

NAME & ADDRESS OF PARISH WHERE YOU ATTEND MASS, IF DIFFERENT:

.....

NAME & PARISH OF CATHOLIC PRIEST/CHRISTIAN MINISTER/RELIGIOUS LEADER WHO WILL COMPLETE YOUR CERTIFICATE OF PRACTICE/REFERENCE:

.....

**DECLARATION:**

**I/we confirm that the information on this supplementary information form is true to the best of my/our knowledge and belief.**

DATE: ..... SIGNED: ..... PARENT/GUARDIAN

PRINT NAME: .....

**TO ENSURE YOUR SON'S/DAUGHTER'S APPLICATION CAN BE PLACED IN THE CORRECT CATEGORY ON OUR WAITING LIST PLEASE SUBMIT THE FOLLOWING SUPPORTING DOCUMENTS AS APPLICABLE:**

**Catholic Applicants**

*Arranged for a Certificate of Practice from the Catholic Priest to be sent to St John Payne Catholic School*

*Enclosed a photocopy of the baptismal certificate*

**Other Christian Applicants**

*Arranged for a Reference from a Christian Minister/Religious Leader on headed paper to be sent to St John Payne Catholic School*

**Other Faith Applicants**

*Arranged for a Reference from a Religious Leader on headed paper to be sent to St John Payne Catholic School*

**FAILURE TO PROVIDE THE CORRECT SUPPORTING DOCUMENTS WILL RESULT IN BEING PLACED LOWER ON THE WAITING LIST.**

**THIS FORM MUST BE RETURNED DIRECTLY TO:  
ST JOHN PAYNE CATHOLIC SCHOOL, PATCHING HALL LANE, CHELMSFORD CM1 4BS**