

Appendix C**Supplementary Information Form**

Part 1	The Purpose of this Supplementary Information Form
	<p>This form must be completed if a parent wishes to provide supplementary information in order to confirm that his/her child satisfies criterion 3 or 5 of the oversubscription criteria applying for Chewton Mendip C of E Primary School.</p> <p>In the event that there are more admission applications received than places available within the required year group (oversubscription), it will be necessary for the Admission Authority to rank every application according to the oversubscription criteria published in section 4.2 of the school's Admission Arrangements. This will determine a priority for the offer of available places.</p>
Part 2	Completing this Supplementary Information Form
	<p>The oversubscription criteria, which require qualifying evidence are set out on page two of this Supplementary information Form (Part 6). A child will only be prioritised against a particular criterion if a completed Supplementary Information Form is submitted in conjunction with the application and in accordance with the procedure set out below in section 3 below.</p> <p>The required evidence must be provided to back up this claim.</p>
Part 3	Submitting this Supplementary Information Form
	<ul style="list-style-type: none">For admission applications made as part of the 'normal' admissions round, which is coordinated by the home local authority (starting school in September 2025): The <u>admission application form</u> must be submitted to the home local authority by 23:59 hours on 15 January 2025 and this Supplementary Information Form must be submitted directly to the School or the Local Authority by the same date.For applications in connection with a place required in any year group during the school year (in-year admission process) the Supplementary Information Form must be submitted directly to the School Office <u>with the admission application form</u>.
Part 4	Declaration
	<p>I confirm that the child named in Part 5 of this Supplementary Information Form satisfies the indicated criterion/criteria. I understand that any offer of a school place may be withdrawn where this claim is found to be misleading or false and that by signing this declaration, I grant the Admission Authority permission to seek further confirmation where it is deemed necessary to do so.</p>
Applicant to print his/her name below and sign below	
Date	

Part 5	The Child who is the subject of this Supplementary Information		
	Last Name	First name	Middle Name
	Date of Birth: dd/mm/yyyy		
	Home address		

Part 6	The oversubscription Criterion	Tick if applicable
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Criterion 3	Children living within the ecclesiastical parishes of Chewton Mendip, Litton and Ston Easton who, at the time of application, are confirmed as eligible to receive a Pupil Premium or Service premium	
The required evidence to be attached to this Supplementary information Form: A copy of a Local Authority statement of entitlement or other official authorising letter		

5	Children who attend a service of Christian worship at a registered Church or place of worship on at least one day per month and have attended consecutively for the six months prior to application	
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Declaration by the Vicar, Priest or Church official to confirm that the child named on this SIF fully satisfies the requirements of criterion 5	
I have consulted the Church leadership team and can confirm that (enter the child's name) attends Church or place of worship and has done so for at least <u>once per month for the last six months</u> Signed..... Print Name..... Position..... Date..... Telephone/email contact details:.....	