



# the DIOCESE of EAST ANGLIA



## St Francis of Assisi Catholic Primary School

Admission to Reception in September 2025  
Supplementary Information Form

**IMPORTANT:** In accordance with the school’s published Admissions Policy (available on the school website or from the School Office), you are strongly recommended to complete and return this form.

Please return this completed form and any associated documentation by **15<sup>th</sup> January 2025** to the School Office, St Francis of Assisi Catholic Primary School, Jessopp Road, Norwich NR2 3QB.

If you wish to apply for a place for your child at St Francis of Assisi Catholic Primary School (for entry into Reception in September 2025 please provide the following information. This is necessary to allow each applicant to be placed in the correct category in accordance with our published admissions policy. **Failure to provide complete information will make it impossible for us to recognise the correct category for your child, and may lead to their being placed in a lower category.**

*It is **essential** that you also complete the Local Authority form and return it to the same Local Authority. Parents of children attending or due to attend State Schools should receive details of the Local Authority admissions process from their own Local Authority.*

I have completed my own Local Authority’s school application form YES / NO

Name of Child .....

Date of Birth .....

Name of Parent/Carer .....

.....  
(Please turn over)

Home Address .....

.....

Telephone Number .....

1. If **Catholic** please state:

Date of Baptism .....

Place / Parish of Baptism .....

***Please enclose a copy of your child's Catholic Baptismal Certificate.*** We cannot recognise children as being Catholic without this evidence.

2. If your child is a **member of an Eastern Christian Church, or of another Christian denomination**, please provide a copy of their Baptismal certificate.

3. If your child is receiving instruction in preparation for entering the Catholic Church through Baptism (i.e. a **catechumen**), or is a **member of another faith**, please provide a letter from your religious leader/minister.

4. If you are a current member of **staff** at St Francis of Assisi Catholic Primary School, please let us know when you were appointed and in what capacity

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**RETURNING THIS FORM**

Please return this form and any associated documentation to the School Office, St Francis of Assisi Catholic Primary School, Jessopp Road, Norwich NR2 3QB by **15<sup>th</sup> January 2025**

St Francis of Assisi Catholic Primary School *will send out an acknowledgement of receipt of this Supplementary Information Form to reassure parents their application has been received. Please allow two weeks for this acknowledgement to come through before contacting the School Office.*