



**St Saviours C of E Primary School**  
 Verulam Avenue, Walthamstow, London E17 8ER  
 Telephone: 020 8520 0612  
 E-mail: st-saviours-school@genesistrust.net

FOR SCHOOL OFFICE USE ONLY	
DATE RECEIVED	
MINISTER'S REF.	
CATEGORY	

## Admission Form for Reception Entry September 2023/24

### Part 1 - To be completed by parents/guardians

Please complete (or tick) EACH SECTION OF PART 1 of this form using BLOCK CAPITALS and then pass the form to your Church Minister to complete PART 2, after which both parts should be returned to the school. **If you need help completing this form, please contact the School Office on 020 8520 0612.**

Child's Details			
Surname		Christian Name(s)	
Sex	Male <input type="checkbox"/> Female <input type="checkbox"/>	Date of Birth	
Does this child have a sibling who will be attending St Saviour's at the start of the term for which you are applying for entry?		Yes <input type="checkbox"/> No <input type="checkbox"/>	Name:
Does this child have a Statement of Special Educational Needs where St Saviour's Primary is named in the statement?		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Is this child looked after by the local authority?		Yes <input type="checkbox"/> No <input type="checkbox"/>	

Parent's/Carer's/Guardian's Details			
Parent 1 Full name		Relationship to child (i.e. Father/Mother/Carer/Guardian)	
Parent 1 Address			
Parent 1 telephone number		Mobile	
Parent 1 email			
Parent 2 full name		Relationship to child (i.e. Father/Mother/Carer/Guardian)	
Parent 2 address (if different from above)			
Parent 2 telephone number		Mobile	
Parent 2 email			

Church Details (if appropriate)	
Name of church currently attended by your family	
Address of church	
Name of Clerical Referee	
Telephone number of Minister	
Name of Diocese/Parent Body	

## Church Attendance Details

When there are more applications than places available the Governing Body will use your church attendance details to determine who is offered a place according to our admissions criteria.

- There are 4 ways to describe your relationship with a local Christian church for the last 2 years. Each has a brief description that is taken from nationally agreed criteria.
- A 'Christian Church' means a church which is affiliated to a recognised national body or organisation, as defined in your minister's reference. Please tick the box which best describes church attendance for each parent.
- If you have recently moved and were previously worshipping at a Christian church elsewhere, please ask the minister of that church to confirm your attendance details and indicate the date when you last attend worship in that place.
- 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.

In Part 2 of this form your Church Minister will be asked to ratify or disagree with your statements below. The Minister's view will be the one followed by the admissions panel. Where attendance differs between parents, the higher parental attendance will be the one taken into account.

	Parent 1	Parent 2
<b>Does not attend</b> a Christian church (If not applicable write N/A)		
<b>Is 'known to the church'</b> - an occasional worshipper (1/2 times a year and/or involved in a non-worship activity, such as a uniformed or other church-based organisation) (If not applicable write N/A)		
<b>Is 'attached to the church'</b> - a regular but not frequent worshipper (e.g. one who usually attends monthly or is regularly involved in a weekday church activity <u>including</u> an element of worship) (If not applicable write N/A)		
<b>Is 'at the heart of the church'</b> - a regular worshipper (one who worships usually twice a month) (If not applicable write N/A)		

## Declaration – please sign

- This declaration must be signed by one of the parents named at the start of the form.
- I believe the information given above is true and correct.
- I understand that any statement subsequently revealed to be incorrect may affect the chances of my child being awarded a place.
- I understand that this is a Church of England School and consent to my child participating in all activities of the School including Religious Education and worship.

<b>Signature</b>	
<b>Name (BLOCK CAPITALS PLEASE)</b>	
<b>DATE</b>	

## Thank you for completing this form

### What to do next

**Please note that an application for St Saviour's can only be considered if you submit both this form and the Waltham Forest Primary Application Form.**

1. Give **both parts** of this Application Form to your Church Minister and ask for PART 2 to be completed.
2. Return **both parts** of this Application Form to the school.
3. Complete the Waltham Forest Primary Admissions Form and return it to; School Admissions Service, Waltham Forest Town Hall, Forest Road, London E17 4JF or send by email to; [admissions@walthamforest.gov.uk](mailto:admissions@walthamforest.gov.uk). Your email will be acknowledged by an automatic reply message. You are responsible for ensuring that your application reaches Admissions before the deadline. Please. If your application form is received after the closing date it will be considered as a late application.

**N.B. Failure to complete the Waltham Forest Form and return it to them at the above address on time will result in your child not being considered for a place by the school's Admissions Subcommittee.**



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## Admission Form for Entry 2022/2023

### Part 2 – To be completed by the Church Minister

St Saviour's Governors have the responsibility to decide which children are admitted to the school each year. In order to assist us in our decision when the number of applications received exceeds the number of places available, we ask for a ministers reference to confirm the church allegiance and attendance of applicants. We would be very grateful if you would kindly answer the questions below. In the case of a child where parental involvement in your church varies markedly from one parent to the other, please answer the questions in relation to the parent who is more involved in Church life. Please note the definitions we use in our Admissions Policy are explained overleaf; please refer to them before completing the form

Should the Governors decide not to offer a place at the school to the child (for whatever reason), the parents do have the right of appeal against that decision. If such an appeal is lodged, you should be aware that the contents of this reference are likely to be disclosed both to the Appeal Panel and also to the parents. Thank you in anticipation of your co-operation in this matter.

<b>Child's Full Name</b>			
<b>Name of your Church</b>			
<b>Is your Church part of a Church in membership of, or holding observer status with any of the following organisations?</b> (please tick the appropriate response)			
	<b>YES</b>	<i>Please note: If none of the boxes to the left are ticked, this will be taken to indicate that <b>NO membership with any of the above bodies exists</b>, which may result in this application being categorised incorrectly</i>	
Churches Together in England			
The Evangelical Alliance			
Affinity (formerly The British Evangelical Council)			
<b>Are the child's parents/guardians on the electoral roll of your parish?</b> <small>NB The question re electoral roll relates only to the Anglican Parishes ( Admissions categories 3&amp;4)</small>		Parent 1	Parent 2
		<b>YES/NO</b>	<b>YES/NO</b>
<b>Do the child's parents/Guardians attend public worship in your church at least twice a month?</b>		<b>YES/NO</b>	<b>YES/NO</b>
Please state anything you wish to say in support of this application which has not been mentioned earlier that you feel the Governors ought to be aware of and which may help them in their decision:			
<b>Signed</b>			
<b>Name (PLEASE PRINT)</b>			
<b>Date Signed</b>			
<b>Position Held</b>			
<b>Contact telephone number</b>			