DIOCESE OF BRENTWOOD

DE LA SALLE SCHOOL

SUPPLEMENTARY INFORMATION FORM

2026/27

If you are expressing a preference for a place for your child at De La Salle School in Essex **and wish to apply under a faith criterion**, you should complete this Supplementary Information Form.

- The completed Supplementary Information Form, together with all supporting documentation (see Notes below), should be **returned to the The Admissions Officer, De La Salle School, Ghyllgrove Close, Basildon SS14 2LA** by 31st October 2025.
- If you are applying to more than one Catholic school or academy you will need to complete a separate Supplementary Information Form for each school.
- **If you do not provide the information required in this form and return it to the school, with all supporting documentation, your child may not be placed in the appropriate faith category and this is likely to affect your child's chance of being offered a place.**
- Remember – you **MUST** also complete the Common Application Form.

Name of child: _____

Address of child: _____

_____

_____

Parent/Carer Details

Parent/Carer Name: _____

Parent/Carer Address: _____

(if different from above) _____

_____

[Please read the relevant school Admission Policy, noting in particular any faith criteria, and your Local Authority booklet, before completing this form.]

NOTE: When completing the Common Application Form, it is important that you provide details of any siblings (brothers or sisters) who will be attending this Catholic school at the proposed time of admission. If this information is

not provided the admission authority of the Catholic school may not be able to place the application within the correct criteria.

Religious Status of child (please indicate by placing a tick in the appropriate box – please note that a tick should be indicated in only a single box)

Criteria	**Tick Box**	**Evidence [insert details of what you are enclosing in accordance with the Notes below]**
Catholic	☐	
Catechumen	☐	
Member of an Eastern Christian Church	☐	
Baptised member of other Christian denomination	☐	

Catholic Parish in which your child lives:

The data on this from will only be used within the school admissions system, and will not be divulged to any third party outside the school admissions system in accordance with current Data Protection legislation.

I confirm that I have read the Admissions Policy of the school and that the information I have provided is correct. I understand that I must notify the school immediately if there is any change to these details and that, should any information I have given prove to be inaccurate, the governing body may withdraw any offer of a place even if the child has already started school.

Signed…….. Date……

Notes

1. Evidence for Catholics

If application is being made for a place at the school for a Catholic child evidence of Catholic baptism or reception into the Church is required. A certificate of baptism or certificate of reception into the full communion of the Catholic Church should be provided at the same time as this form is returned to the school. The Admission Authority may request additional supporting evidence if the written documents that are provided do not clarify the fact that the child was baptised or received into the Catholic Church, e.g. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not. Those who have difficulty obtaining written evidence of baptism or reception into the Church should contact their Parish Priest.

3. Evidence for Catechumens

If application is being made for a place at the school for a catechumen evidence of their being a member of the catechumenate of a Catholic Church will be required. A certificate of reception into the order of catechumens should be provided at the same time as this form is returned to the school.

4. Evidence of Membership of an Eastern Christian Church

If application is being made for a place at the school for a member of an Eastern Christian Church, including Orthodox Churches, evidence of membership will be required. A certificate of baptism or reception from the authorities of that Church should be provided at the same time as this form is returned to the school.

5. Evidence for being a baptised member of other Christian Denomination

If application is being made for a place at the school as a member of another Christian denomination, evidence of membership will be required. A certificate of baptism or reception from the authorities of that Church should be provided at the same time as this form is returned to the school. Baptised children of other Christian denominations", normally evidenced by a certificate of baptism or reception from the authorities of that Church or confirmation of practice from the Religious Leader where baptism does not take place until an adult, a community which acknowledges God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

Any baptism certificates/evidence must be received and dated before the closing date of **31st October 2025**.

Checklist:

Have you enclosed a copy of baptism or certificate of reception into the Church?

Have you completed and returned your local authority's Common Application Form?