

# SALVATORIAN COLLEGE

## Application for admission in September 2025 Supplementary Information Form (SIF)



If you are expressing a preference for a place for your child at Salvatorian College in Harrow **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, should be returned to Mr Fowler, Admissions Officer.
- If you are applying to more than one Catholic school, 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, by the closing date, your child may not be placed in the appropriate faith category and this may affect your child's chance of being offered a place.
- **Remember, for Year 7 admissions you must also complete an online application at [www.eadmissions.org.uk](http://www.eadmissions.org.uk) by Sunday, 31<sup>st</sup> October 2024.**

Child's surname:			
Child's first name:			
Home Address:			Date of Birth:
Postcode:			
Parent(s)/Carer(s) title:			
Parent(s)/Carer(s) name:			
Address (if different from above):			
Phone number:			
Email address:			

Is your child currently in public care (looked after) or was he/she previously in public care in England or in state care outside England but ceased to be so because he was adopted or made subject to a child arrangement or special guardianship order?

- No
- Yes, currently in public care
- Yes, previously in public care in England
- Yes, previously in public care outside England

Is your child a baptised Catholic?

- No
- Yes, I have enclosed evidence of Catholic baptism or reception into the Catholic church

Is your child a practicing Catholic?

- No
- Yes, I have enclosed a Certificate of Catholic Practice signed by a Catholic priest.

Does your child belong to another Christian denomination other than Roman Catholicism?

- No  
 Yes, he belongs to \_\_\_\_\_ and I have enclosed a letter confirming membership of this denomination.

Does your child belong to another, non-Christian, faith?

- No  
 Yes, he belongs to \_\_\_\_\_ and I have enclosed a letter confirming membership of this faith.

Is your child the sibling of a child currently attending the school?

- No  
 Yes: Name of brother \_\_\_\_\_ Entry date \_\_\_\_\_

**I confirm that I have read and understood the Admissions Policy 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 or misleading, that the governors may withdraw any offer of a place even if the child has already started school. By signing this form, I confirm that I have legal responsibility for this child.**

Name ..... Relationship to child .....

Signature..... Date.....

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*The school is committed to protecting the information provided by parents/carers and using it only for the purpose for which it was obtained. For information on the school's Privacy Notice please see below.*

#### **ADMISSIONS PRIVACY NOTICE FOR SALVATORIAN COLLEGE**

Salvatorian College is a data controller for the purposes of the Data Protection Act 2018 and is committed to dealing with your information safely and securely. We need to collect and share information in order to fulfil our obligations as an admission authority. We take our responsibility to protect your data seriously and we will use it in accordance with the legal requirements of the Data Protection Act 2018.

We will comply with the School Admissions Code, which has the force of law. In respect of in-year admissions, the Governing Board of Salvatorian College is the admissions authority for this school. The information you provide to us on your Supplementary Information Form (SIF), any supporting papers or appeal documentation you provide will be used to:

- Process your application
- Consider Admission Appeals

**We may also use this data for the following purposes:**

- Forward planning as part of school budget, forecasting and reorganisation proposals
- To assist in the development of policy proposals
- For the prevention and/or detection of crime or fraud
- For research and statistical purposes when we will ensure that statistics are developed in such a way that individual children cannot be identified

**In order to administer admissions to this school the following information may be collected by us:**

- Name and date of birth
- Address where the child ordinarily lives at the time of application, which will be used for distance calculation purposes
- Supplementary information i.e. information on religious affiliation and status
- Parent name and contact details
- Details of baptism and/or Catholic practice
- Information on parish of residence.

**Agencies we will share the information with:**

- The Department for Education, to comply with statutory data collections
- The LA, to verify the information provided so that the admission scheme process can be accurately administered
- Admission Appeal panels
- The Schools Adjudicator, in response to any objections raised
- In Year Fair Access Panel, where applicable, to enable them to appropriately place complex admissions
- The Local Government and Social Care Ombudsman, when investigating maladministration of school admissions and admission appeals.

**School Retention Policy:**

The information listed above will be retained securely by the school for [8] years, after which it will be destroyed.

**For further information please refer to the Privacy Policy on the School website or contact the Data Protection Officer via email: [data@salvatorian.harrow.sch.uk](mailto:data@salvatorian.harrow.sch.uk)**