

School Reference Request (NB: One form per child)

Ref:(_____)

Month & Year in which you expect the child to join school/s: _____

Please give the reason for this reference request. Please cross out all those which do NOT apply:

- a) New School (including within same school group;
- b) Joining a Waiting list;
- c) In-year transfer?

Please print out this form, complete it in ink, and post it through the Presbytery door with any school forms.

Please include a correctly stamped, self - addressed envelope for return, unless arranging collection.

It is your responsibility to send all completed forms to the school, where it is that school's policy.

Please include a Family Group Photo with child & parent/s or guardian/s - (to identify child in family context.)

Please Email digital photos to: norbury@rcaos.org.uk or attach a photo hereto (non - returnable).

Any additional paperwork and photos sent in will be destroyed once the application process has been completed.

All information provided will be treated confidentially and in line with current Data Protection Legislation.

SHORT TELEPHONE INTERVIEWS WILL BE CONDUCTED, BY FATHER DEO ONLY, DURING WHICH YOU MAY ALSO ARRANGE COLLECTION/RETURN OF FORMS AS REQUIRED.

Surname of Child.....Forenames.....

NB: If the child's surname differs from parent/s/guardian/s, please make this clear in all communications.

Boy Girl Date of Birth.....Date of Baptism.....

Where was child Baptised? (Country&Town&Church).....

Name/s & Surname/s of Parent/s or Guardian/s.....

Exact Religious denomination: Mother.....Father.....Guardian.....

Address.....Postcode.....

Home Phone No:Mobile Phone No/s:.....

E-mail address:.....

In which year did you join this parish?Which Mass/es do you normally attend?.....

If you split your Mass attendance between parishes or ethnic chaplaincies, and/or if you have not been a parishioner here for at least three years, you should also contact your previous or other parish or chaplaincy.

Please give brief details of anything affecting your or your family's Mass attendance (e.g. illness/absence/work):

To which school/s are you applying at this time?.....

Signed (Parent/Guardian)Date

This section is for Office Use only:

Mass Attendance:

Mother: Weekly 3x a month 2x a month 1x a month Less Often For the past _____year/s

Father: Weekly 3x a month 2x a month 1x a month Less Often For the past _____year/s

Guardian: Weekly 3x a month 2x a month 1x a month Less Often For the past _____year/s

Child: Weekly 3x a month 2x a month 1x a month Less Often For the past _____year/s

In Parish Records? - Y/N.....Photo? - Y/N.....Baptism checked? - Y/N.....Previous parish? - Y/N.....

Interview held with:.....Collection arranged..... State if posted.....

Signature of Parish Priest.....Date.....Time.....

St Bartholomew's Norbury Parish. Priests' House, 159 Ellison Road, Streatham, London SW16 5DE. 020 8679 3545**

****NB: PLEASE ACT QUICKLY, AND GET YOUR FORM/S TO THE PARISH OFFICE WITHOUT DELAY****