



PETERBOROUGH DIOCESE BOARD OF EDUCATION
SUPPLEMENTARY INFORMATION FORM - PART A
ST MARY'S CE PRIMARY ACADEMY, BURTON LATIMER



To be completed by the parent

St Mary's CE Academy is an Academy within the Peterborough Diocese Education Trust. The Academy Trust is the admission authority and has responsibility for setting the Admission Policy.

When there are more applications than there are places available, the Local Governing Body will prioritise applications according to its admission criteria, some of which relate to religious allegiance. **If you wish your child to be considered under the religious criterion, please complete this form and return it to the school** as soon as possible (or by the closing date of 15th January if you are applying for your child to start school in Reception next year).

If you do not wish your child to be considered under the religious criteria, this form is not necessary. All applicants, whether or not they complete this Supplementary Form, **MUST** complete the Local Authority Common Application Form, which should be returned to the Local Authority.

Please note that the information you provide on this form will be forwarded to the priest/minister/worship leader you name below. The designated priest/ minister/worship leader will be asked to confirm the information you have submitted.

Child's full name:Date of birth:/...../.....
Year Group Applied for: Proposed start date:/...../.....

Name of parent/guardian:
Address:
.....
.....
Post code Telephone

Name of priest / minister / faith leader:
Name of church / worship centre:.....
Contact Address:.....
.....
.....
Post code Telephone (if known)

Signed:..... Date/...../.....

Please return this form to the school as soon as possible.

Privacy Notice for Prospective Pupils and Prospective Parents / Carers

Our school is part of the Academy Trust called Peterborough Diocese Education Trust (PDET) and the Academy Trust is the organisation which is in charge of children's personal information. This means the Academy Trust is called the Data Controller.

We will process the information you have supplied in this form. We collect and hold information about you and your child and will also receive information about you and your child from your priest / minister / faith leader.

We use this information to administer the oversubscription criteria in our Admissions Policy. The information is necessary for us to meet legal requirements imposed upon us by the School Admissions Code. We will also give this information about you and your child to the priest / minister / faith leader in order to obtain the information we need from them to administer the oversubscription criteria in our Admissions Policy. Our disclosure of your child's and your information is lawful as disclosing the information is necessary for us to meet legal requirements imposed upon us by the School Admission Code.

We keep this information about you and your child for the current academic year plus one year in line with our records retention policy. You have certain rights in relation to the processing of your child's and your personal data. You will find more information on this within our Data Protection policy which is available on our school website.