


**Diocese of Westminster
Catholic Primary Schools
Nursery Application Form
Nursery Class 2018 – 2019**



Name and Address of School:	
Sacred Heart Catholic Primary School & Nursery Merry Hill Road Bushey Hertfordshire WD19 4DU	
	
Tel: 01923 493040	Email: admin@sacredheart682.herts.sch.uk Website: www.sacredheart682.herts.sch.uk

Child's Details

Child's surname:	
Child's Christian or other first name:	
Permanent Address:	Date of Birth:
	Postcode:

Parent/Carer Details

Parent(s)/Carer(s) name:	
Address (if different from above):	
Telephone number:	
Email address (if you wish to receive your notification via email) :	
Alternative contact details:	
Name:	
Address:	
Telephone number:	

Details of Religion

Religion of child: (Please tick)	Catholic	Other Christian (name of denomination e.g Methodist)	Other faith
Catholic Parish you live in:			

Church where child was baptised and date of baptism: (Baptism Certificate required)	
Name and position of priest providing Certificate of Catholic Practice or religious leader supplying letter confirming membership of the faith community (where appropriate):	
Name(s) of brother(s) or sister(s) at this school who will still be on roll September 2018.	Name Class or Year Group
Is your child looked after by the Local Authority, adopted having previously been 'looked after' or subject to child arrangements or special guardianship orders? (Please circle your response)	YES NO

Does your child have exceptional medical, pastoral or social needs that can only be met by attendance at this school? Please circle. (Professional evidence will be required.)	
YES	NO

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 that the governors may withdraw any offer of a place even if my child has already started school.

Signed..... Date.....

Please note:

- Where applicable parents can obtain a Certificate of Catholic Practice from the parish where the family normally worships or from the diocesan website www.rcdow.org.uk
- Applicants from other Christian denominations and other faiths may attach a letter from their minister or religious leader confirming membership of the faith community.
- Parents/Carers will need to apply directly to the school(s) of their choice. Please return all forms to the school office by 9.00am on 23rd February 2018. Any applications received after the deadline will be treated as a late application. Late applications will not be dealt with until all on-time applications have been considered.
- All applications received will be processed by the school during the week beginning 26th February 2018 and the oversubscription criteria will be applied by the Governors if necessary.
- Parents will be notified by the school if they have been offered a place or not by letter which will be posted (2nd class) on Monday 5th March 2018, or email (if email address supplied).
- Parents have until Friday 23rd March 2018 to accept the offered place. If your child has not been offered a place in any of the nurseries you applied to, you will need to phone all nearby nurseries to see which ones have space.
- In partnership with local Nursery classes, Sacred Heart Catholic Primary School will adhere to the following timetable when dealing with admissions.

The timeline for local schools nursery admissions is as follows:

Deadline to apply to your chosen school nursery	9.00am - Friday 23rd February 2018
Offer letters, or email (if supplied) sent by schools to parents/carers	Monday 5th March 2018 (2nd class post/email)
Deadline to accept place and return paperwork to chosen school nursery	9.00am - Friday 23rd March 2018

Checklist:

Have you enclosed? Original baptism certificate
 Certificate of Catholic Practice (where necessary)
 Evidence of exceptional need (where appropriate)
 Proof of address (utility or council tax bill)