

**SUPPLEMENTARY INFORMATION FORM FOR ADMISSION TO  
TRINITY OAKS CHURCH OF ENGLAND PRIMARY SCHOOL IN 2024/25**

**Completion instructions:** Parents/carers should fill in this form **only** if they are applying for a Church Place. Please read the school's admission policy before completing this form. It is the responsibility of the parent/carer to provide the information requested. The completed form should be returned direct to Trinity Oaks C of E Primary School, Brookfield Drive, Horley, RH6 9NS by the closing date, **15 January 2024**. Failure to return this form will result in an application being considered for an Open Place only.

You must **also** name Trinity Oaks C of E school on the Common Application Form available from Surrey County Council (or your home local authority if you do not live in Surrey) and return that form to the local authority by **15 January 2024**. Information on applying for a school place is available on Surrey's website at [www.surreycc.gov.uk](http://www.surreycc.gov.uk) or by telephoning 0300 200 1004.

**All applicants for the school must complete the local authority form. Those applying for a Church Place must also complete this form.**

**1 Pupil Information**

Surname of child: \_\_\_\_\_ Other Name(s): \_\_\_\_\_  
Date of birth: \_\_\_\_\_

**2 Parent/Guardian Information**

Name of parent(s)/carer(s): \_\_\_\_\_  
Home address: \_\_\_\_\_  
Post Code: \_\_\_\_\_ Email: \_\_\_\_\_  
Home telephone: \_\_\_\_\_ Daytime telephone: \_\_\_\_\_

**3 Church Information**

Name of church which you attend: \_\_\_\_\_  
If this is not an Anglican Church, please state the denomination to which your church belongs: \_\_\_\_\_  
Name of Minister/Priest: \_\_\_\_\_  
Address of Minister/Priest: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**4 Church Commitment**

Do you attend worship at this church at least fortnightly?    **Yes**     **No**

In exceptional cases, a parent/carer for whom unavoidable circumstances have prevented their attending worship at least fortnightly may be considered to be a faithful and regular worshipper; the relevant Minister will determine whether, or not, there were unavoidable circumstances. If you have answered 'No', please provide brief details below:

.....  
.....

Have you worshipped in this church for at least one year prior to 15 January 2024? **Yes**  **No**

If 'No', please give details below of your previous church and provide a reference from the Minister/Priest confirming that you attended at least fortnightly so that the one year period of church attendance prior to 15 January 2024 is covered. The reference must be provided by **15 January 2024**.

Name of previous church:

Dates attended:

Name of Minister/Priest:

Address of Minister/Priest:

Telephone:

Email:

## 5 Declaration & signature

I confirm that the information given above is correct and that I have read the admission policy.

Signed:  
(Parent/Carer)

Date:

**Please ask your Minister/Priest to complete the following section to verify the information given in paragraphs 3 and 4 above.**

## 6 For completion by Minister/Priest only

(i) Please confirm that the parent/carers is a faithful and regular worshipper of your church in the terms of our admission policy, i.e.

a) they have attended worship at least fortnightly? **Yes**  **No**

b) they have done so for at least one year prior to 15 January 2024? **Yes**  **No**

*In answering question a) above, you may take into account any unavoidable circumstances that have prevented the parent/carers from attending worship in your church (at least fortnightly) and give brief details below:*

(ii) Is your church a member of:

A local Churches Together Group	<b>Yes/No</b>
Churches Together in England	<b>Yes/No</b>
The Evangelical Alliance	<b>Yes/No</b>
Affinity	<b>Yes/No</b>
Federation of Independent Evangelical Churches	<b>Yes/No</b>

Note: If a family is refused a place at the school and appeals against the governors' decision, this form may be used as evidence at the appeal.

**Signed:**  
**(Minister/Priest)**

**Date:**

**Church stamp:**  
**(if available)**