



Diocese of Brentwood  
Education Department

From Robert Simpson, Diocesan Director of Education – 1<sup>st</sup> September 2016

Applying for a place in a Catholic school for September 2017

**DIOCESAN GUIDANCE TO PARENTS/CARERS**

Dear Parents/Carers,

If you are intending to apply for a place for your child for next September in a Catholic Secondary School, you will probably already know that the process changed last year.

Instead of asking your Priest to complete a reference form regarding your Catholicity which he would then send directly to the school, you now need to see your Parish Priest and ask him for a Certificate of Catholic Practice. Your Parish Priest will give this to you providing he is satisfied you are a practising Catholic. You will then need to take this to the Catholic School to which you are applying, together with your child's Baptismal Certificate (or Certificate of Reception where appropriate).

If you do not, for whatever reason, qualify for a Certificate of Catholic Practice and your child is baptised, then your application will come into the next category for Baptised Catholic Children. For further details, please read carefully the admissions criteria/arrangements of the Catholic school to which you wish to apply.

If you think you are likely to be, in this second category, **please do still apply** in the normal way, as explained by the Catholic school or the Local Authority, and remember to take a copy of your child's **Baptismal Certificate** to the school.

Yours sincerely,

Robert Simpson  
Diocesan Director of Education