

# Request for a Minister's Reference

In Sheffield for September 2017

**Parents/carers please note that if you consider that your church is a full member of Churches Together in England, as defined at [www.cte.org.uk](http://www.cte.org.uk) and is not on the list of current members, you will need to produce evidence to support your claim.**

Please fill in the section below and forward this form to your Minister

Name of child for whom reference is required:.....
Date of birth: ..... Name of Parent/Carer.....
Address.....
.....
I am applying for a place at All Saints/Notre Dame Catholic High School ( <i>delete as appropriate</i> )

Dear Minister

We should be obliged if you would write a reference for the above named applicant. The information you provide on this form is extremely important.

Our schools are frequently over-subscribed and accordingly we have to apply certain criteria for the admission of pupils to Year 7. These criteria are published in the Composite Prospectus available to all parents of Y6 pupils.

In classifying children the emphasis is upon "practising" members of a Christian Church. We are anxious to include those who actually participate in Christian worship and those who are actively involved in their Faith, rather than those who are nominally attached to a particular Church. We hope in this way to further the Christian ethos of the schools. In preparing a testimonial for a child we should like to know such things as how often the child participates in services, in

what way the child and/or the family participates and how committed you feel the child and/or the family is to the general values of your Church.

We have prepared these notes in response to enquiries we have received in the past as to the criteria for admission to our schools. Please feel free to include any other matter which you consider appropriate.

The clarity of any reference is very important as the Governors use this to support the categorisation of the applications. Finally, may we express our sincere thanks to you for taking the time to assist us in this way.

**Confidentiality: Please Note:**

**The reference may be made available to parents and the Independent Appeal Panel and used to assist in deciding whether a place can be offered.**

Reference for .....

Name of Minister .....

Church .....

Address .....

.....

Post Code .....

Telephone No .....

Email .....

**1. Is this child a regular, worshipping member of your church?**

YES  NO

**2. To what extent is this child involved in the life of your church?**

**3. Please give any further information which you consider to be relevant.**

**4. At the time of this application is your Church a full member of Churches Together in England (as defined at [www.cte.org.uk](http://www.cte.org.uk))?**

Please supply proof of membership if your church is not on the members' list at [www.cte.org.uk](http://www.cte.org.uk)

YES  NO

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

**Please return this form to the parents/carers who are required to submit it to the Catholic High School directly or via their primary school by 31 October 2016. Should you wish for clarification do not hesitate to contact the school on 0114 2724851 (All Saints), 0114 2302536 (Notre Dame) or the Hallam Diocesan Schools Department 0114 2566440.**

**Thank you for your assistance.**