



# St Bernadette Catholic Secondary School

Headteacher Mrs B A McLaughlin

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## SUPPLEMENTARY INFORMATION FORM ADMISSION – ACADEMIC YEAR SEPTEMBER 2020 – JULY 2021

This is not an application form. It can be used to clarify the evidence required if you wish your application to be considered on religious grounds i.e. category 1, 2, 3, 5, 7 & 8. You may choose to use this form when submitting the required evidence to the school. Clear copies of evidence sent to the school via email are acceptable.

### SECTION 1

Child's surname: \_\_\_\_\_ Child's forename: \_\_\_\_\_

Child's date of birth: \_\_\_\_\_

### SECTION 2

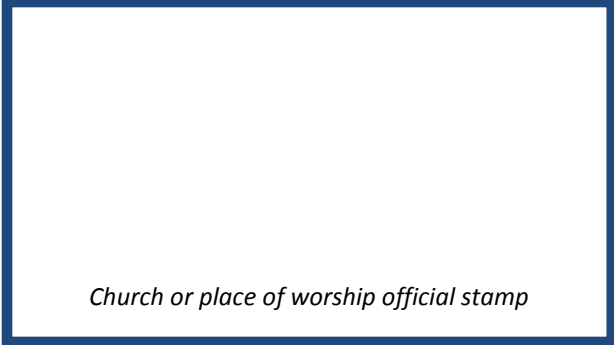
Category	<u>Parent/Carer signature</u>
Please tick <b>one</b> of the following – My child is a baptised Catholic. <ul style="list-style-type: none"><li><input type="radio"/> I attach a copy of my child's baptism certificate.</li><li><input type="radio"/> I attach a copy of my child's First Holy Communion certificate.</li><li><input type="radio"/> I attach a copy of my child's certificate of reception into the Catholic Church.</li><li><input type="radio"/> My parish priest has signed overleaf as confirmation that my child has been baptised.</li></ul>	
My child is a member of an Eastern Christian Church. <ul style="list-style-type: none"><li><input type="radio"/> I attach a copy of my child's baptism certificate.</li><li><input type="radio"/> I attach a copy of my child's certificate of reception into the Eastern Christian Church.</li></ul>	
My Child is a Christian. <ul style="list-style-type: none"><li><input type="radio"/> I attach a copy of my child's baptism certificate.</li><li><input type="radio"/> I attach a copy of my child's dedication certificate.</li><li><input type="radio"/> My minister or leader in charge has signed overleaf as confirmation that my child is of the religious community stated.</li></ul>	
My child is a member of a non-Christian tradition. <ul style="list-style-type: none"><li><input type="radio"/> My faith leader has signed overleaf as confirmation that my child is of the religious community stated.</li></ul>	

Name of Religion/faith community: \_\_\_\_\_

Signature of Priest,  
Minister or Faith Leader: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



**GDPR Statement in Relation to the Supplementary Information Form**

In compliance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, we wish to ensure that you are aware of the purpose for which we collect and process the data we have asked you to provide on the supplementary information form.

1. We are St Bernadette Catholic Secondary School, Fossedale Avenue, Whitchurch, Bristol BS14 9LS.
2. Being a Catholic education provider, we work closely with the School’s Diocesan Authority, the School’s Trustees, the Local Authority, the Catholic Education Service and the Department for Education, and may share the information you provide on this application form if we consider it is necessary in order to fulfil our functions.
3. The person responsible for data protection within our organisation is Mr Kevin Magner. You can contact him either in writing or by emailing the school on [admin@stberns.bristol.sch.uk](mailto:admin@stberns.bristol.sch.uk) with any questions relating to our handling of the data.
4. We require the information we have requested for reasons relating to our functions as the admission authority of the School.
5. It is necessary for us to process personal data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1) (e) of the GDPR).
6. To the extent that you have shared any special categories of data this will not be shared with any third parties except as detailed in paragraph 2 above, unless a legal obligation should arise.
7. It is necessary for us to process special category data for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller (Article 6(1) (e) of the GDPR). Additionally, processing is necessary for reasons of substantial public interest on the basis of Union or Member State law which is proportionate to the aim pursued and which contains appropriate safeguards (Article 9(2) (g) of the GDPR).
8. If your application is successful, the information you have provided on this form will be migrated to the School’s enrolment system, and the data will be retained and processed on the basis of the School’s fair processing notice and data protection policies which apply to that data.
9. If the application is unsuccessful, your application and any documents submitted in support of the application will be destroyed after a period of 12 months. The school may keep a simple record of all applications and their outcome as part of their permanent archives in accordance with the School’s data retention policy.
10. To read about your individual rights you can refer to the School’s fair processing notice and data protection policies. You can view these on our school website [www.stberns.bristol.sch.uk](http://www.stberns.bristol.sch.uk) or you can request paper copies from the school.
11. If you wish to complain about how we have collected and processed the information you have provided on this form, you can make a complaint to the school. You can view our Complaints Policy & Procedure on the school website or you can request a paper copy from the school.

If you are unhappy with how your complaint has been handled, you can contact the Information Commissioner’s Office via their website at [ico.org.uk](http://ico.org.uk)