

**To: The Vicar, Minister or Religious Leader**

We would like to remind you that admissions are made mainly on the basis of the information you provide the Governing Body in Part B of The Blue School's Supplementary Information Form.

The Admissions Panel requests that all references are to be signed and dated.

We advise that active membership must be for at least 2 years immediately before application, with attendance at least fortnightly by at least one parent. Families who have changed church/place of worship within 24 months prior to the Governors' consideration of admissions must provide a second reference from their previous Vicar/Minister/Religious Leader.

We recommend that you discuss your reference with the family before sending it to us. We suggest you ask another Church official to countersign the form.

**Please attach to the form, any additional observations you wish to make about this application which are directly relevant to the admissions criteria.**

After the Governing Body's Admissions Panel has made a decision, it may be necessary to share the information you have provided with the child's family.

Thank you for your assistance.

Yours sincerely,

Mrs Debbie Sayer  
Clerk to The Governors