

Headteacher  
Mr Matt White BSc (Hons) PGCE

Chair of Governors  
Mrs Stephanie Ajayi

**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 (SIF).

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 prior to the application period, 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 ask for another Church official to countersign the form in line with the Blue School's safeguarding guidance on countersignatures which is now mandatory. This is to act as a witness to your signature. It may be a Deacon, Elder, Church Secretary, Administrator, Lay Leader or other Faith Leader who is in a position of recognized leadership in your Church/Institution.**

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 M Reeves  
**Admissions Officer**