



**Sacred Heart Catholic Primary School**  
Tollgate  
Bretton  
Peterborough  
PE3 9XD  
Tel: (01733) 262449  
e-mail office@sacredheart.peterborough.sch.uk

**Headteacher: Mr M Cooper**

11 May 2020

Dear Parents/Carers

We are delighted you have accepted a place at Sacred Heart Catholic Primary School in our Reception class in September 2020.

We have attached the admissions paperwork we need you to complete. Please pay attention and complete all the information as quickly as possible. All children will be provided with a Sacred Heart Book free of charge when you provide **PPG** information. We would like every family to complete the **Pupil Premium Grant** form so please return along with the admissions paperwork even if you do not think you qualify for the grant.

Please return the documents either by post or by email to the details at the top of this letter.

As well as the paperwork we have asked you to complete, we will need you to provide:

- A recent document with your current address e.g. council tax bill, tenancy agreement
- A recent document with your child's name on at your current address e.g. child tax credits
- Child's birth certificate, passport or identity card (only one is required)

**Proof of address is required by the local Authority and your child's offer will be withdrawn if you are unable to provide proof of the address that your offer is based upon.**

Included within the paperwork, you will be required to complete your national insurance number and also provide us with an email address as we send out a lot of important information by email, including setting up your child's dinner and ParentMail account.

I enclose details about ordering school uniform which can be ordered online at:

<https://www.nationwideschooluniforms.co.uk/school-uniform/primary-school/sacred-heart-rc-primary-school>

We look forward to hearing from you soon!

Yours sincerely,

Mr Cooper  
Headteacher



**TeachFirst**  
Partner School



**Together we live and learn; we play and pray**