



PARENTS' CHECK LIST

Please ensure that you return the following documents to the Cardinal Wiseman School:

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| 1 | Supplementary Information Form Year 7 – 2017/2018 | |
| 2 | Certificate of Catholic Practice (<i>available from your local Parish or Westminster Diocese website</i>) | |
| 3 | Photocopy of Baptismal Certificate | |
| 4 | Proof of Residential Address (<i>see overleaf</i>) Photocopy only | |
| 5 | Have you completed and returned the Common Application Form to your Local Authority? | |

Proof of Home Address

We will accept proof of home address in line with Ealing Council as follows:

Proof of home address must be in the **parent's name** at the address given on your application form and be dated within the last six months.

1. If you own or rent your home

Please provide a copy of any **one** of the following as evidence:

- Your current year's council tax bill
 - Recent child benefit or child tax credit letter
 - Letter confirming entitlement to benefits (housing, income support, jobseekers etc)
 - Tenancy agreement from a registered lettings agency
 - Private tenancy agreement with copies of two bills/documents*
 - Letter from social services, National Asylum Support Service (NASS), United Kingdom Border Agency (UKBA) or housing department confirming placement at your address
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2. Living with family or in shared accommodation

If you are renting shared accommodation or living with family or friends and are unable to provide any of the above provide **ALL** of the following documents as evidence

- 1) Copy of the council tax payers most recent bill
AND
 - 2) Written confirmation from the council tax payer that you are living at the address, the date you moved in and how long you intend to stay
AND
 - 3) Two bills/documents* in your name at this address
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***Acceptable bills/documents** to provide with a tenancy agreement or written confirmation from the landlord/registered tenant (not sufficient on their own):

- Bank statement/credit card statement
- Mobile phone bill
- Utility bill (gas/electric/water etc.)
- Wage slip

Information from Ealing Council Website (September 2015): http://www.ealing.gov.uk/info/200561/in-year_admissions/1890/acceptable_documentation