

St Mary's CE High School

In Year Application Form *(Years 7 – 11)*

ST MARY'S CHURCH OF ENGLAND HIGH SCHOOL

Lieutenant Ellis Way, Cheshunt, Herts. EN7 5FB
 Telephone: 01992 629124 Email: admissions@st-maryshigh.herts.sch.uk



This form must be completed in full to apply for a place at St Mary's CE High School for any student currently in Years 7 to 11. On receipt of this, an In-Year Additional Information Request form will be forwarded to you that you are asked to pass to your child's current school for them to complete. Only on receipt of the In-Year Additional Information Request will we be able to process your application further.

Please read the School Admission Policy before completing this form. In addition to completing this form you **MUST** also complete the school admissions form issued by Hertfordshire County Council. Only applicants who have completed both forms can be considered for all the admission criteria.

Child Full Surname			
Home Address			
Post Code			
Email contact address			
Full Name of Parent(s) / Carer(s) / Legal Guardian(s)	Name	Contact	
Primary Telephone No - Home			
Primary Telephone No - Work			
Child's Date of Birth		Current School Year	
Child's Gender			
Current School Of Child			
Reason For Change Of School <i>(Please Tick All That Apply)</i>			
<input type="checkbox"/> Relocated from Overseas	<input type="checkbox"/> Ongoing bullying	<input type="checkbox"/> Ongoing behaviour concerns	
<input type="checkbox"/> Moved into area	<input type="checkbox"/> Breakdown in home school partnership	<input type="checkbox"/> At risk of permanent exclusion	
<input type="checkbox"/> Unhappy at current school	<input type="checkbox"/> Lack of learning / progress being made	<input type="checkbox"/> Permanent exclusion	
<input type="checkbox"/> School not meeting needs	<input type="checkbox"/> SMHS Christian ethos	<input type="checkbox"/> SMHS reputation	
Other (Please give details):			

Criteria for Admission to St Mary's CE High School
(Please indicate which criteria this application is made under)

Before any other children are admitted, children with a statement of special educational needs or with an Education, Health and Care plan naming St Mary's CE High School will be admitted. Then children will be admitted under the following ordered criteria:

Please tick in the box that describes the criteria under which you are applying	
i.	<p>Children with an Education, Health and Care Plan <i>A copy of the most recent EHCP should be attached with this form</i></p>
ii.	<p>Children who are looked after or previously looked after (children who ceased to be looked after because they were adopted or became subject to a residence order or special guardianship order). <i>The School uses HCC's published definitions for this criteria as outlined in St Mary's CE High School Admissions Policy Note A.</i></p>
iii.	<p>Children for whom it can be demonstrated that they have a particular medical or social need to go to the School. <i>In common with most Admission Authorities, the Governors will give prior attention to children whose parent(s)/carer(s) can prove to the satisfaction of Governors that they have a particular medical or social reasons why they must attend St Mary's. This request must be supported by a Social Worker, Attendance Improvement Officer, Doctor or similar professional. Admission under this category will be limited to those who provide proof of their claim and provided that the needs identified can be met by the existing provision of the School, or by additional provision provided by the Local Authority. Only a very small number of children usually qualify under these conditions.</i></p>
iv.	<p>Children of staff employed by the School. <i>Priority will be given to children of staff employed by St Mary's in either or both of the following circumstances: where the member of staff has been employed by the School for two years or more at the time at which the application to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage</i></p>
v.	<p>Children who have a sibling (brother or sister) attending St Mary's CE High School and who are Year 7 to Year 12 at the time of application. <i>The Governors use the same definition of sibling as the Local Authority.</i></p>
vi.	<p>The remaining (residual) places will be allocated within two categories; 60% of the places available will be allocated as Foundation/Faith places; 40% of the places available will be allocated in the Community places. (Please indicate which of these categories you are applying under (F or C) and then proceed to that section below) <i>Note: The School will increase the admission number where to not do this would mean twins or multiples births could not be admitted together.</i></p>

Foundation/Faith Places (up to 60% of the places)

Please tick in the box that describes the criteria under which you are applying	
F1	<p>Children 'of the faith' who attend regular worship at St Mary the Virgin Church, Cheshunt; St Clements Church, Turnford; Christchurch Church, Waltham Cross or St James Church, Goffs Oak whose attendance is verified by their Minister*. <i>Regular worship means attending at least once a month and for at least the past two years at the closing date for applications. Worship as part of school activities would not be considered sufficient.</i></p> <p>Name of Vicar/Minister:</p> <p style="text-align: center;">Signature:</p> <p>Name of Church Attended:</p> <p>Address/Tel No/email of Church:</p> <p>.....</p>

F2	<p>Regular worship in another recognised Christian Church. Parents/Carers or children who regularly worship at another Christian Church and whose attendance is verified by their minister. Regular worship means attending at least once a month and for at least the past two years at the closing date for applications.</p> <p><i>A Christian Church is a recognised Anglican Church or another Christian denomination which is a member of the Churches Together in Britain & Ireland, the Evangelical Alliance or Affinity. If a Church is considered not to be recognised, an official of the St Albans Diocese will be consulted and their decision will be final.</i></p> <p>Name of Vicar/Minister:</p> <p style="text-align: center;">Signature:</p> <p>Name of Church Attended:</p> <p>Address/Tel No/email of Church:</p> <p>.....</p> <p>.....</p>	
F3	<p>Regular worship of a non-Christian faith. Children or parents/carers who regularly take part in the worship of a non-Christian faith and whose participation is confirmed by their appropriate faith leader.</p> <p><i>Active membership or regular participation in the activities of a non-Christian faith means taking part in faith-sponsored worship at least once a month and for at least the last two years at the closing date for applications.</i></p>	
F4	<p>Church Primary School. Children who attend a Church of England or Roman Catholic Primary school.</p> <p><i>The child must be on the roll of the Church primary school at the closing date for receipt of applications and known to the Church.</i></p>	
F5	<p>Active participation in Church-led activities either in the Church of England or in another recognised Christian Church. Parents/carers or children who regularly take part in church sponsored activities and whose participation is confirmed by their minister*.</p> <p><i>Regularly take part in Church sponsored activities means at least once a month and for at least the past two years at the closing date for applications in activities directly organised by the Church.</i></p>	
<p>NOTES: *if there is a vacancy at the Church and no minister is available to support the application, another authorised Church leader will suffice (eg., in the Church of England a Church Warden)</p>		

Community Places (up to 40% of the places)

Please tick in the box that describes the criteria under which you are applying		
C1	<p>Church Primary School.</p> <p><i>Children who attend a Church of England or Roman Catholic Primary School. The child must be on the roll of the Church Primary school at the closing date for receipt of applications and not necessarily known to the Church.</i></p>	
C2	<p>Other applicants who indicate on the school application form that they wish for a Church School education for their child</p>	
C3	<p>Other applicants</p>	

THE NEXT SECTION MUST BE COMPLETED BY PARENT(S)/CARER(S)

I/We apply for a place at St Mary's CE High School for my/our child and I/we agree to cooperate with the school and its traditions in my/our child's education.

I/We support the aims and Christian ethos and values of this Church of England school.

I/We agree to support the school in its ethos, discipline, uniform and all policies (if you need further details, please ask before signing).

To the best of my/our knowledge, the information given on this form is correct. I agree to notify the school immediately of any change of address or circumstances that might affect this application.

Name: _____ Signature: _____
(Parent/Carer/Legal Guardian)

Date: _____