



St Mary's CE High School

'Everyone is equal; everyone deserves the best'

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



St Mary's CE High School

Lieutenant Ellis Way, Cheshunt, Herts, EN7 5FB

Telephone: 01992 629124

Email: admissions@st-maryshigh.herts.sch.uk

IN YEAR APPLICATION FORM

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 schools admissions form issued by Hertfordshire County Council. Only applicants who have completed both forms can be considered for all the admission criteria.

Child's Full Name		
Home Address		
Postcode		
Child's Date of Birth	Current School Year	
Child's Gender		
Current School of Child		
Full Name of Parent(s)/ Carer(s)/ Legal Guardian(s)	Name(s)	Contact number(s)
Primary Telephone Number - Home		
Primary Telephone Number - Work		
Contact email address		
Reason for Change of School (please tick all that apply)		
<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"/> St Mary's Christian Ethos	<input type="checkbox"/> St Mary's reputation
Other (please give details)		

Criteria for Admission to St Mary's CE High School

Before any other children are admitted, children with an Education, Health and Care plan naming St Mary's CE High School will be admitted. Children for whom it can be demonstrated that they have a particular medical or social need will be considered in exceptional cases. Children of UK service personnel will be considered. Children will then be admitted under the following ordered criteria:

Please tick in the box that describes the criteria under which you are applying

		Tick ✓
1.	Children with an Education, Health and Care plan that names the School will be admitted <i>A copy of the most recent Plan should be attached with this form.</i>	
2.	Looked After Children (LAC) and all previously looked after children, including those who appear (to the admissions authority) to have been in state care outside England (IAPLAC) and ceased to be in state care as a result of being adopted or with a special guardianship or child arrangements order. <i>The School uses HCC's published definitions for this criteria as outlined in St Mary's CE High School Admissions Policy.</i>	
3.	Children of permanent 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>	
4.	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>	
5.	Regular worship in a recognised Christian Church. Parents/Carers or children who regularly worship at a 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. <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> Name of Vicar/Minister: Signature: Name of Church Attended: Address/Tel No/email of Church:	
6.	Regular worship in a mainstream non-Christian faith. Children or parents/carers who regularly take part in the activities of a non-Christian faith and whose participation is confirmed by their appropriate faith leader. <i>Active membership of a non-Christian faith means taking part in faith-sponsored worship or activities at least once a month and for at least the last two years at the closing date for applications.</i> Name of Church leader: Signature: Name of Church Attended: Address/Tel No/email of Church:	
7.	Church Primary School. Children who attend a Church of England or Roman Catholic Primary school. <i>The child must be on the roll of the Church primary school at the closing date for receipt of applications.</i> My child is on the school roll of:	
8.	Children living within the boundary of the Parish of one of the following: St Mary the Virgin, Cheshunt ; St Clements, Turnford ; St James, Goffs Oak ; Christ Church, Waltham Cross. <i>The boundary identifying map can be found using www.achurchnearyou.com/parishfinder.php and entering your postcode.</i>	
9.	Parents who are actively choosing a church education for their child regarding of home location	
10.	Other applicants	

In the event of a tie breaker, where two children live equidistant from the School random allocation will be used which will be overseen by an independent person, to ensure fairness.

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. All key School policies are available on the School website. For further details, please contact the School 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 (PLEASE PRINT): _____

Signature: _____
(Parent/Carer/Legal Guardian)

Date: _____