



St Mary's CE High School

'Everyone is equal; everyone deserves the best'

Supplementary Information Form

Refer to school Admissions Policy when completing this form

2024/2025



St Mary's CE High School

Lieutenant Ellis Way, Cheshunt, Herts, EN7 5FB

Telephone: 01992 629124

SUPPLEMENTARY INFORMATION FORM (SIF)

THIS FORM IS AVAILABLE IN LARGE PRINT IF NEEDED – TELEPHONE 01992 629124

Please read the School Admission Policy before completing this form. The criteria for admission are printed with the School Prospectus. 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's Surname: _____

Child's First Name(s): _____

Home Address: _____

Post Code: _____

Email contact address: _____

Telephone No. (home): _____

Telephone No.(work): _____
mother/father/carer

Child's Date of Birth: _____ Child's Gender: Male / Female

Full Name of Parent(s)/Carer(s)/Legal Guardian(s):

1. _____ Contact No. _____

2. _____ Contact No. _____

Signature of person completing the form: _____

All applications made on this form will be acknowledged. Please keep the acknowledgement in a safe place as you may need it for future reference.

On the following pages please give all of your reasons for wanting a place at St Mary's CE High School for your child. This information will be used to allocate places should there be more applications than there are places available. Please tick where the criteria apply and complete any questions that follow.

This section is FOR SCHOOL USE ONLY

Date Received: _____ Date Acknowledgement sent: _____

Admission Categories confirmed: _____

Governor notes:

The Over-subscription 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. Rule 1 and 2 then 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 ✓
	Children with an Education, Health and Care plan that names the School will be admitted	
1.	RULE 1 : 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. <i>The School uses HCC's published definitions for this criteria as outlined in St Mary's CE High School Admissions Policy</i>	
2	RULE 2: Children for whom it can be demonstrated that they have a particular medical or social need to go to the school will be considered in exceptional cases, should there be clear evidence ⁺ presented to support this. This evidence will be reviewed <i>* Evidence needed – recent independent objective evidence, for example from a doctor, psychologist, social worker or other professional involved with your child. Professional evidence that outlines exceptional family circumstances, making clear why only St Mary's CE High School can meet your child's needs.</i>	
3.	Children of permanent staff employed by the School. 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	
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 at a Christian Church. Parents/Carers or children who regularly worship at an Anglican Church or another Christian denomination and whose attendance is verified by their minister. Regular worship means the child or at least one of the child's parents attends public worship at least once a month and has attended 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.</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 no-Christian faith worship and whose participation is confirmed by their appropriate faith leader. Regular worship means the child or at least one of the child's parents attends public worship at least once a month and has attended and for at least the past two years at the closing date for applications. 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.	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.