ST MARY'S CHURCH OF ENGLAND PRIMARY SCHOOL

An Academy in The Good Shepherd Trust

STAFF SUPPLEMENTARY INFORMATION FORM 2027-2028

A **Staff Supplementary Information Form (SSIF)** should be completed by those applying for a place at the School under Criterion 3. This form is available from the Admissions Officer and from the school's website. The form must be completed by the member of staff and submitted to the Admissions Officer no later than 15th January 2026. **If this form is not submitted by the application closing date, your application may be ranked in the relevant lower criterion**.

Applicant (Child's Name):_____

Date of Birth_____

I/We have read the St Mary's Church of England Primary School Admission Policy and wish to apply under the following category:

Criterion	Definition
3	**Children of a member of staff. The school will admit a child of a member of staff of the school under this criterion provided that: (a) the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or (b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.**

Name of Member of Staff:_____

Signature: _____ Date: _____

Starting date of employment at St Mary's CofE Primary School: _____

Please tick: (a) Two or more years' employment [ ]

(b) Vacant post with skills shortage [ ]

Please ask the Headteacher to sign below:

Name of Headteacher…… Signature……

Date…….

St Mary's CofE Primary School Office Use Only Start date confirmed with Trust HR	Yes / No

Late Applications - It is important that the application is returned by Surrey County Council's closing date. An application received after this date **or which is incomplete** may only be considered after places have been offered to those applicants who met the closing date.