

# Supplementary Information Form

## Children of Staff



Applicants who wish to be considered for priority under the criterion of Children of Staff at a community or voluntary controlled school must complete this form, **in addition to the local authority application form.**

- If the application is for Year 7 in September this supplementary information form must be submitted by 31 October
- If the application is for Reception or Year 3 in September this supplementary information form must be submitted by 15 January
- If the application is for in year admission at any other time, this supplementary information form must be submitted at the same time as submitting the application

Please complete all boxes in CAPITAL LETTERS

### 1. Child's details

Question	Answer
Surname	
Forename	
Date of Birth (dd/mm/yyyy)	

### 2. Parent/Guardian's details

Question	Answer
Surname	
Forename	
Name of school where employed	
Date employment commenced	
Address	
Postcode	
Telephone (Home)	
Telephone (Mobile)	
E-mail	

## Declaration

I am a permanent member of staff in accordance with the local authority's admissions policy.

Delete as appropriate:

- I have been employed at the school on a full or part time basis for two or more years (at the closing date for applications)
- I have been recruited to a post at the school for which there is a demonstrable skills shortage

Question	Answer
Signature of parent/guardian:	
Date:	

Once completed this form must be returned to: **schooladmissions@surreycc.gov.uk** or by post to School Admissions team, Quadrant Court, 35 Guildford Road, Woking, Surrey GU22 7QQ