



## Appendix 1: Supplementary Staff Information Form

(To be completed for applications submitted under Criterion 3, Children of Staff)

Children of full or part-time members of staff on the school payroll at the closing date for applications, who have been so employed at the school for two or more years by that date. Or members of staff who were recruited to fill a vacant post for which there is a demonstrable skills shortage, as agreed by the Local Committee. Children must be living at the same address as the staff member. Qualifying staff should apply using this **Supplementary Staff Information Form** or available from the school office or on the school website. The completed form must be returned to the school office, who will seek the necessary endorsements, by the closing date for applications (31<sup>st</sup> October 2025).

Name of Child: .....

Date of birth of Child: .....

Name of Staff Member: .....

Relationship to Child: .....

Address: .....

Tel Nos: Home ..... Mobile .....

Email Address: .....

\*I am a member of staff at Esher High School and I have been employed, either full time or part time, since ..... (date of appointment). **Or**, \*I was recruited to fill a vacancy at the school, for which there was a demonstrable skills shortage, as agreed by the Local Governing Body. \* *please delete as appropriate*

Signature of Staff Member: .....

Date: .....

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### To be completed by the Headteacher:

We confirm that the above-named member of staff meets the criterion necessary for their child(ren) to be offered a place under criterion 3.

Name of Headteacher:.....

Signature of Headteacher:.....

Date:.....