



**ST MARY'S INDEPENDENT SCHOOL  
APPLICATION FOR ADMISSION**

**Senior, Prep and Nursery Departments**

Please complete all the relevant sections and return to the Administration Department with a copy of your child's passport or birth certificate.

**Details of Pupils:**

Pupil's Full Name .....

Date of Birth ..... Gender: Male or Female ..... Religion.....

Address .....

Post Code.....

Telephone ..... Mobile .....

Present School .....

Address .....

Proposed Date of Entry .....

Do you have any siblings currently attending St. Mary's Independent School YES / NO

**Details of Parents/Guardians:**

Name of Father .....

Name of Mother .....

Address (if different from above) .....

Address (if different from above) .....

Post Code .....

Post Code .....

Telephone .....

Telephone .....

Email .....

Email .....

Religion .....

Religion .....

Occupation .....

Occupation .....

*Old Simmarians: Children of Old Simmarians will be eligible for a 10% discount on the first child and then normal sibling discount applies.  
Please see Fees on website.*

*Date of Admission:*

*Date of Leaving:*

We wish to apply to enter the child named above to St Mary's Independent School.

We agree that our child will be bound by the School Regulations as specified by the Governing Body of St Mary's Independent School.

Both parents or parent (in the case of a one-parent family) or guardians/persons with parental responsibility are requested to consent to the following and sign the declaration below:

## Conditions of Admission to St. Mary's Independent School

(Forthwith referred to as St. Mary's Independent)

1. The school will need to see a copy of the child's birth certificate prior to admission.
2. **All fees** are payable on or before the first day of term. Parents may take advantage of payment by standing order on a monthly basis: any alteration to this must be agreed in advance. Mandate forms are available from the school office. The school retains the right to request the withdrawal of a student if the fees have not been received in the above timescale.
3. St Mary's Nursery is the entry point to St Mary's Independent School and our expectation is that our Nursery children will progress into the Reception class and through the school. **A full term's notice (three calendar months,) must be given in writing to the school for the withdrawal of a pupil. Failing such notice, fees due for the following term must be paid. Please note refunds will not be given for absences.**
4. **St. Mary's Independent** reserves the right to levy a surcharge at the rate of 2% per month on any fees if payment is delayed, and should we have to put the matter in the hands of our Solicitor to recover the debt all legal fees are payable by parents and will be invoiced accordingly.
5. **Entry fees** for public examinations GCSEs /AS are not included in the tuition fees and are payable by the Parents.
6. **Parents undertake** to ensure that the pupil is bound by the School Regulations and upholds the reputation of the school by a high standard of behaviour at all times.
7. Parents and pupils are expected to respect the Christian character of the school.
8. **St. Mary's Independent** retains the **right to require the withdrawal** of any pupil whose progress in work or conduct is not satisfactory to the School. Should this occur, any balance of the term's fees will not be refunded, and all sums outstanding are due and payable as invoiced.
9. **A non-refundable Examination /Administration Fee** of £50 per pupil is payable prior to sitting the Entrance Examination and/or assessments.
10. When a place is offered to parents for a student entering the school an admission application fee of £100 per pupil is required which will be credited against the last year's fees. A place cannot be guaranteed without this fee.
11. The Head Teacher will require a **reference** from the pupil's previous school and/or see the most recent academic report.
12. **Parents/Guardians are jointly and severally liable for all fees and charges.**
13. **All debts must be cleared before subsequent children are admitted to the school.**

I/We accept the above Conditions of Admission as stated above.

Signature of both parents: (Except in one-parent family)

Father.....

Mother.....

Date.....

For office use only: Birth Certificate checked.....

**Please complete the attached Ethnicity Form.**

## St Mary's Independent School

Name: .....

### ETHNIC/CULTURAL INFORMATION

ETHNICITY		
<b>WHITE</b>	<b>MIXED</b>	<b>CHINESE</b>
<input type="radio"/> British	<input type="radio"/> White & Black Caribbean	<input type="radio"/> Chinese
<input type="radio"/> Irish	<input type="radio"/> White & Black African	
<input type="radio"/> Traveller of Irish Heritage	<input type="radio"/> White & Black African	
<input type="radio"/> Gypsy/Roma	<input type="radio"/> White & Asian	<b>OTHER</b>
<input type="radio"/> Any other white background	<input type="radio"/> Any other mixed background	<input type="radio"/> Any other ethnic group
<b>ASIAN OR ASIAN BRITISH</b>	<b>BLACK OR BLACK BRITISH</b>	<b>NATIONALITY</b>
<input type="radio"/> Indian	<input type="radio"/> Caribbean	
<input type="radio"/> Pakistani	<input type="radio"/> African	
<input type="radio"/> Bangladeshi	<input type="radio"/> Any other Black background	
<input type="radio"/> Any other Asian background		
RELIGION		
<input type="radio"/> Buddhist	<input type="radio"/> Christian	<input type="radio"/> Hindu
<input type="radio"/> Jewish	<input type="radio"/> Muslim	<input type="radio"/> Roman Catholic
<input type="radio"/> Sikh	<input type="radio"/> No Religion	<input type="radio"/> Other.....
<b>HOME LANGUAGE</b>	<b>SECOND HOME LANGUAGE (IF APPLICABLE)</b>	