

Admission to Primary School September 2019

A good place to start finding out about getting your child into primary school is to read the Kent Admission to Primary School booklet which you can view online. Please read through it carefully, as it will tell you everything you need to know about the admissions process.

If you need advice, call KCC Admissions 030000412121 or email primaryadmissions@kent.gov.uk

Applications to primary school for September 2019 will open on Monday 5 November 2018 and close at midnight on Tuesday 15 January 2019.

You should fill in **ONE** RCAF form for each child, either online with KCC or in paper form, also available from KCC, naming 3 schools, ie. putting them in order of preference, with the one you **MOST** want first. Naming only one school does not guarantee your child a place at that school or give your child priority for a place over another child, neither does naming a school more than once.

If you apply online, ensure you tick the Terms and Conditions box and press the submit button to ensure the application is processed.

In addition, St John's Catholic Primary School requires you to complete a Supplementary Information Form (SIF) which you can obtain direct from the school office. Once completed, this SIF will need to be countersigned by your Parish Priest / Pastor and return it to the school office with evidence of your child's Baptism and their original full Birth Certificate.

We will also require evidence of the address you provided in your application, dated within three months of your date of application and evidence that the child that you are applying for, lives with you. **It is vital that the SIF is completed if you wish your child's application to be ranked correctly against the oversubscription criteria.**

'Registering an interest' at a school i.e. by completing a Supplementary Information Form **does not** give your child priority for a place just because their name has been registered longer than any other child. The only form that will ensure your child is considered for a primary school place, is the KCC form mentioned above.