



In Year Admissions for children already at primary school

We are always happy to show prospective parents around our school – it's important that you have a chance to see our school in person in order to consider whether it is somewhere you can see your child thriving and being happy. However, from September 2020, due to Covid restrictions, tours will only be given to parents where we actually have a place available and your child is at the top of our waiting list. Please contact our school office for further information.

Once Covid restrictions are eased, parents considering applying for an in year place for their child are encouraged to make an appointment to come and look around the school.

In year applications should be made direct to us, using a separate copy of Kent County Council's single [In Year Casual Application Form \(IYCAF\)](#) for each child. A paper copy of this is available from the school office.

Please return the completed application directly to us. We will let you know whether we can offer your child a place within 5 school days.

If a place is not immediately available, your details will be kept on file until there is a space, at which point, the over-subscription criteria will be applied to determine who the place is offered to.

You have the right to appeal against the refusal of a place. Please see our [Admissions Policy](#) for further information.

Further information and guidance on In Year Admissions can be found on the Kent County Council [Primary Admissions website](#).