

IN-YEAR ADMISSIONS – FREQUENTLY ASKED QUESTIONS

How do I apply?

Applications need to be made direct to the school using the online application form linked on the Van Gogh Primary website under Key Information / Admissions. Please read through the form **before** you start to fill it in and ensure you have to hand all the information requested on the form. It is **not** possible to save the application and return to it. Any documentation you wish to attach to the application (e.g. evidence of LAC status) needs to be saved into one electronic file as you can only attach one document per relevant section. If you have multiple documents or need assistance with completing the form, please contact the school office by email to admin@vangoghprimary.org.uk or telephone 020 7735 8348.

Is my previous application still valid?

No. In-Year applications made in previous academic years do not carry forward to 2021-22. If you have applied before and were unsuccessful in gaining a place at Van Gogh Primary, you will need to submit a new In-Year application for the 2021-22 academic year.

When will I receive a reply?

You will receive a formal response within 15 school days.

The waiting list

How do I place my application on the waiting list?

If we are unable to offer you a school place, your application will be automatically added to the waiting list for the year group applied to and you will be notified by Van Gogh Primary. You will also be notified of details about the right to appeal.

How long does my application remain on the waiting list?

Your application will remain on the waiting list for the remainder of the 2021-22 academic year (until August 2022).

What is my position on the waiting list?

We are not able to provide waiting list positions for In-Year applications. New applications are being added throughout the year and it is not feasible to maintain the waiting list in order. If a place becomes available, the applications on the waiting list for that year group are sorted in order of our Admissions Criteria at that specific point in time and offers are made in that order. See our Admissions Policy for details of the criteria.

How are offers made?

If a place becomes available, the applications on the waiting list for that year group are sorted in order of our Admissions Criteria at that specific point in time and offers are made in that order. See our Admissions Policy for details of the criteria. If we are able to make you an offer, the school office will make direct contact with you by telephone or email.

Can I visit the school before applying?

Due to the number of applications received and the limited number of places offered, it is not possible to arrange visits for prospective In-Year applicants. If, however, you were to be offered a school place, we would be happy to arrange a visit at that point in time before you make a decision as to whether you wished to accept the school place. In the interim, we recommend looking at the information on the Van Gogh Primary website and Twitter feed which will give you more information about the school and latest news.

How do I know you have received my application?

You should receive an automatic email confirming submission of your application. If this does not arrive in your inbox, please check your spam folder. If the confirmation email has not been received,

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please email admin@vangoghprimary.org.uk. Please do not submit another application without checking with the school office first.

How do I amend my application?

If you need to amend or add to an application that you have already submitted, please contact the school office either by email or telephone. Please remember to include your child's full name and date of birth in all correspondence. Please do not submit further applications.

How do I contact Admissions?

If you have any further questions, or wish to provide additional information for your application, please contact the school office by email to admin@vangoghprimary.org.uk or telephone 020 7735 8348.

Please remember to include your child's full name and date of birth in your message.

We aim to respond to messages within 24 hours (Monday to Friday, term time only), however during busy periods there may be a delay.