



Secondary Transfer – Frequently Asked Questions

Where can I find the application form on your website?

On the homepage of our website, click on the 'Menu' button - Admissions – Secondary Transfer Evening for intake September 2022 and then scroll down to the bottom of the page. Our application form is called 'FCHS Supplementary Information Form' (SIF).

Is Secondary Transfer Evening taking place this year?

We are intending to hold our Secondary Transfer Evening on site once more this year. It is due to take place on Tuesday 14th September from 5.30 p.m. - 8.30 p.m.

What documents do I need to support my application form?

Please refer to our website for more details, using this link below

[Finchley Catholic High School - Secondary Transfer Evening for intake September 2022](#)

Can I obtain the hard copies of any forms from the school or can they be sent to me by post?

Unfortunately, we do not send out paper copies of the application form/Supplementary Information Form as they can be found on our website, together with any other information/forms you will need regarding Year 7 admissions. Please follow the link below...

[Finchley Catholic High School - Secondary Transfer Evening for intake September 2022](#)

Will you accept a photocopy or a scanned Certificate of Catholic Practice?

Yes we will accept a photocopy of 'The Certificate of Catholic Practice' but the original is preferred. You may also scan the Certificate of Catholic Practice to admissions@finchleycatholic.org.uk or post it/ drop it off at the school gate.

We will have a member of staff available to come to the gate to collect your envelope at the following times each week between 15th Sept and 21st Oct:

- Wednesday 9.30 – 11.30am
- Thursday 10.00 – 12.00noon
- Friday 1.00 – 2.20pm

Please note we are unable to check any of your documents or photocopy any original documents for you. If you require a receipt, we can give you a slip to confirm we have received your application.

What happens if I am not offered a place at Finchley Catholic High School?

If your application is not successful, please note the following:

- Your child will be allocated a place at the nearest school with a vacancy.
- Your child will automatically be placed on the waiting list for your schools of preference. If Finchley Catholic High School was placed above the school you were allocated on the application you submitted to your local education authority, you will automatically be placed on our waiting list. This waiting list is created and managed by Barnet LEA.
- You have the right to appeal. Please check Appeals section of the Admissions page of the website shortly before Offer Day on March 1st for more information.
- You can add your child's name to the waiting lists for other schools.

Please note: If your child has special educational needs and has an education, health and care plan (EHCP), you will follow a different application process and any queries you have about your child's transfer to secondary school should be addressed to the SEN team. For more information visit www.barnet.gov.uk/SEN

Any other queries regarding transfer to secondary schools?

If you have any queries about the transition process that your child's primary school is unable to answer, **please contact your local authority. If you live in Barnet, call the Admissions Team on 020 8359 7398.**