



Clapton Girls' Academy
Est. 1906

CLAPTON GIRLS' ACADEMY
APPEALS FORM

Appeals for a place In-Year Admissions

TO BE COMPLETED BY PARENT (see notes below)

Daughter's name (Block capitals) _____

Address _____ Postcode _____

Date of Birth _____ Contact Tel No _____

E Mail address _____

Primary school _____

Name of school allocated by Hackney Learning Trust or your local authority

I wish to appeal to an independent appeal panel against the decision of the Governors not to offer my daughter a place at CLAPTON GIRLS' ACADEMY for the following reasons: (you MUST state your reasons for your appeal form to be accepted)

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

(Please continue on a separate sheet if necessary)

PLEASE COMPLETE REVERSE SIDE TOO.

I am **unavailable** for an appeals hearing on the following date(s) _____

We find that the best interpreters are those where the family bring a relation or friend. If you will be attending with your **own** interpreter, please tick this box.

If this is not possible and you would like the Clerk to arrange an interpreter, please tick this box

In which language will the appeal hearing be interpreted? _____

Signature of parent/carer(s): _____ Date _____

Name of parent/carer(s): _____

NOTES FOR PARENTS: - APPEAL AGAINST ADMISSION DECISION

If your child has been refused a place at the school of your choice or you are unhappy with the school allocated to your child you may appeal.

Under the School Standards and Framework Act 1998, you have the right of appeal against the decision to an Independent Appeal Panel, whose members will include people who have an experience in education, and are acquainted with education conditions in Hackney.

Please complete the Appeals Form and send to **Clapton Girls' Academy, Admissions Appeals, Laura Place, Lower Clapton Road, Hackney E5 0RB** to arrange an Appeal Hearing.

After Clapton Girls' Academy receives your appeal form, the school is NOT involved in the appeal arrangements. All Appeal forms should be returned direct to Clapton Girls' Academy in person, post or emailed to **appeals@clapton.hackney.sch.uk**

If you have any professional documentation such as Doctors/Consultants/Social Worker letters to support your appeal, you should include these with this form. The panel will not accept any additional evidence five working days before your hearing.

You will hear from the Clerk to the Appeal Panel at least 10 school days before the hearing. The timetable for the hearings is published on the school's website.

Appeal Decisions

The decision of Appeal Committee is binding on Clapton Girls' Academy and parents/carers.

In coming to their decisions, the appeal panel has to take into account: -

- i) The wishes of the Parent/carer.
- ii) The arrangements for admissions published by the Governors, including the number of children to be admitted and the criteria for Admissions.