



**FORM AC1**  
**Appeal against Admissions Decision**  
**In- Year transfer**

**Part 1 (to be completed by parent/carer)**

Secondary school attending.....  
I wish to appeal against the decision not to offer my child a place at The Petchey Academy.

Child's first name(s):		Parent/ Carer's name:
Surname:	Male <input type="checkbox"/> Female <input type="checkbox"/>	Relationship to child:
Address:		Address:
Date of birth:		Contact Tel No:

**You MUST state the reasons for your appeal and supply any documentary evidence at this stage. If you do not provide reasons it may not be possible to hear your appeal. Please note that the appeals panel will only be given copies of the supporting documents relevant to the admission criteria for TPA. Other documents e.g. certificates, references, class work will not be copied but may be shown to panel members during the hearing.**

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(Please continue on a separate sheet if necessary)

Have you appealed an admission decision before?  Yes  No  
**If yes:**  
 Name of school (1): ..... Year of appeal: .....  
 Name of school (1): ..... Year of appeal: .....

Will you be bringing an interpreter to help you at the appeal hearing?  Yes  No  
 If there are days or times when you cannot attend a hearing please list below:  
 .....

Signature of parent/carer:..... Date: .....

**NOTES FOR PARENTS:**  
**APPEAL AGAINST ADMISSION DECISION**  
**IN-YEAR TRANSFER**

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

In the case of The Petchey Academy, the academy will administer all appeal arrangements. You must appeal within the period notified to you (which is mentioned in the decision letter). All Appeals should be returned direct to The Petchey Academy.

**Appeal Decisions**

The decisions of Appeal Committees are binding on Hackney Education or on the Governing Body of Voluntary-Aided Schools

In coming to their decisions, appeal committees have to take into account: -

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

If you have any professional documentation such as Doctors/ Consultants/ Social Worker letters to support your reasons for choosing The Petchey, you should include these with the form or send them prior to the Appeal Hearing.

**Return form to:**

The Petchey Academy  
Admissions Officer  
Shacklewell Lane  
London E8 2EY  
t: 0207 275 1500  
T: [mail@petcheyacademy.org.uk](mailto:mail@petcheyacademy.org.uk)