

# Appeal form for **The Urswick School and Sixth Form Academy**

## Appeal against Admissions Decision – In Year Transfer

### **PART 1 TO BE COMPLETED BY PARENT; SEE NOTES OVERLEAF**

Child's first name(s) \_\_\_\_\_ (M / F) Surname \_\_\_\_\_

Address \_\_\_\_\_

Date of birth \_\_\_\_\_ Contact Tel No/s \_\_\_\_\_

Primary school attending \_\_\_\_\_

I wish to appeal against the decision not to offer my child a place at The Urswick School

### **(Please continue on a separate sheet if necessary)**

I cannot attend a hearing on the following date(s) \_\_\_\_\_

Is an Interpreter needed? Y/N If yes, language spoken \_\_\_\_\_

Signature of parent(s): \_\_\_\_\_ Date \_\_\_\_\_

Name of parent(s): \_\_\_\_\_

## **NOTES FOR PARENTS – 2015/16**

### **APPEAL AGAINST ADMISSION DECISION – IN-YEAR SCHOOL TRANSFER**

This form can be used if your child has been unsuccessful in gaining a place at The Urswick School (the school your choice) or if you are unhappy with another school allocated to your child.

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

After completion, return the form to -

**The Urswick School, Paragon Road, Hackney, London E9 6NR or  
Admissions Team, Hackney Technology & Learning Centre, 1 Reading Lane, E8 1GQ**

Once your form has been received, an Appeal Hearing will be arranged for you within 30 school days. You will receive a letter informing you of the date of the hearing from the Clerk to the school's admission appeal panel – Stephen Payne.

Any additional documentation to support your appeal should be forwarded at least 5 days before the hearing date.

### **Appeal Decisions**

The decisions of Appeal Committees are binding 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 any professional documentation such as Doctors/Consultants/Social Worker letters to support your reasons for choosing a particular school, you should include these with the form or send them prior to the Appeal Hearing.