

Appeal form for **Lubavitch Senior Girl's School**

**FORM AC1**

**Appeal against Admissions Decision - Transfer from Primary to secondary school**

**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 \_\_\_\_\_

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

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

\_\_\_\_\_ for the following reasons:

(Please continue on a separate sheet if necessary)

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

Do you need an Interpreter during the hearing? Yes  No

If you need an interpreter, can you bring a relation or friend with you? Yes  No

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

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

**NOTES FOR PARENTS: - APPEAL AGAINST ADMISSION DECISION - PRIMARY TO SECONDARY SCHOOL TRANSFER - SEPTEMBER 2018**

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 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.

Hackney Learning Trust is responsible for the appeal arrangements for Stoke Newington School Media Arts College.

After completion, return the form to -

**Admissions Team, Hackney Technology & Learning Centre, 1, Reading Lane, London E8 1GQ**, who will arrange an Appeal Hearing for you. The Appeal Form must be returned to the above office **by Thursday 29<sup>th</sup> March 2018**

Any additional documentation to support your appeal should be forwarded to Hackney Learning Trust by **Monday 23<sup>rd</sup> April 2018**. **Appeal hearings will be taking place on:**

**Stage 1**

**8<sup>th</sup> May 2018**

**Stage 2**

**14<sup>th</sup> or 15<sup>th</sup> May 2018**

In the case of Hackney voluntary-aided schools and Academies the Governors are responsible for all appeal arrangements. Voluntary aided schools & academies have their own appeal forms which are available from Hackney Learning Trust. You must appeal within the period notified to you which is mentioned in the letter sent to you by Hackney Learning Trust.

**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 Hackney Learning Trust or 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 a particular school, you should include these with the appeal form or send them prior to the Appeal Hearing, at least 7 days before hand.