



School Admission Appeal Form

Please use this form if you wish to appeal for a place in
Reception to Year 2

Section A – General Information

Appeal for Admission to:

Please write name of school you wish your child to attend

Child's Details

First name:

Last name:

Child's Gender:

Date of Birth:
(DD/MM/YYYY)

School now attending / Last school attended (if applicable):

Allocated School:

Your Details

Title:

First Name:

Last Name:

Your relationship to child:

I confirm that I have parental responsibility for this child

(Please tick)

Postal Address:

Email Address:

Daytime Telephone Number:

Do you intend to be present at the hearing? Yes/ No

N.B. If you choose not to attend your appeal will be considered by the Panel on the information you supplied.

Do you intend to be accompanied to the hearing by a representative or have someone attend on your behalf? Yes/ No

If yes, please provide the name of your representative and confirm their relationship to you e.g. legal representative, friend, grandparent etc.:

Do you need an oral or BSL interpreter to attend the appeal hearing? Yes/ No

If yes, state the language which the interpreter will need to speak:

Please tell us if you have any mobility issues/ access requirements:

We will always seek to accommodate any requirements and hold hearings in an accessible room

If you have any other children of school age please list their full name, age and school:

Section B - Grounds for appeal

Please note that in considering your appeal, the Panel can only review the Admission Authority's decision in light of the material available to them at the time they made the decision not to allocate your child a place at your preferred school i.e. the information you provided with the preference form. Information not provided at that time cannot be considered.

The following questions are here to assist you in providing relevant information for the Panel to consider. You may provide additional information or leave any of the boxes blank if you prefer.

The appeal can only be successful in the following circumstances:

1) The Panel decides that the admission arrangements did not comply with admissions law or that they were not correctly and impartially applied, and that the child would have been offered a place if the admission arrangements had complied or had been correctly and impartially applied,

Or

2) The Panel decides that the decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of the case. In this context '*not one which a reasonable admission authority would have made*' means that the decision must have been 'perverse in the light of the admission arrangements' or 'beyond the range of responses open to a reasonable decision maker'

1.

If you are appealing under 'Ground 1' you must set out why you feel the admissions arrangements were unlawful and/or how they were incorrectly applied.

2

If you are appealing under 'Ground 2', please set out why you feel the Admission Authority's decision was an unreasonable one

**Please see note above for information on meaning of 'unreasonable' in relation to an appeal*

Additional Information

The Panel can only consider information which the Admission Authority would have reasonably been expected to have access to when your preference form was processed. Bearing this in mind please provide any additional information you would like the panel to be aware of:

Please return this form along with any supporting evidence to:

**Clerk to the Independent Appeal Panel
Room 167
Hove Town Hall
Hove
BN3 3BQ**

If you have any queries please contact the school appeals team:

SchoolAppeals@brighton-hove.gov.uk

(01273) 291228 or 290569

An electronic copy of this form can be found on the Brighton and Hove City Council Website at <https://www.brighton-hove.gov.uk/content/children-and-education/school-appeals> or by searching 'School Appeals' from the home page.

March 2017