

# Primary School Admission Appeal



The Active Learning Trust  
ACTIVE LEARNERS · ACTIVE LEADERS · ACTIVE CITIZENS

This form should be completed by an adult with parental responsibility for the child. **By submitting this information and returning it via email you agree that all information enclosed is true, accurate and complete.** This form will be included in the information pack for the Appeal Hearing.

Please save and return to [info@activelearningtrust.org](mailto:info@activelearningtrust.org)

(for postal returns: Admission Appeals, The Active Learning Trust, LECA, Camel Road, Littleport, Cambs. CB6 1EW)

## 1. YOUR CHILD

First name (in full)  Surname:

Date of birth (dd/mm/yyyy)  Gender:

Address where child usually lives:

House name /no. and road   
Town /village   
County   
Postcode

If your child lives part time at another address, please provide details:

Postcode

How is your child's time divided between the two addresses?

Current /Last School:  Current Year Group:   
(if applicable)

Does your child have a statement of Special Educational Needs?

## 2. Your Details

Title:  Surname:

Initials:  Relationship to child:

Address (if different from above)   
  
  
Postcode:

Tel no. (home)  Other contact No.

Email address

### 3. Other Adult(s) with Parental Responsibility

Title:  Surname:

Initials:  Relationship to child:

Address (if different from above)

Postcode:

Tel no. (home)  Other contact No.

Email address

### 4. School Place Offered

What school has your child been offered?

*If you have selected **other** please state school name and County:*

Have you visited or contacted the **offered** school and discussed with its headteacher what it is they have to offer

### 5. Admission Appeal

I wish to appeal against the Authority's decision not to meet my Preference for my child to attend (*select name of school /college*)

#### **If you have been advised that your appeal will be an INFANT CLASS SIZE APPEAL**

Please note that the Panel may only uphold the appeal where:

- a) it finds that the admission of additional children would not breach the infant class size limit;
- b) it finds that the admission arrangements did not comply with admissions law or were not correctly and impartially applied and the child would have been offered a place if the arrangements had complied or had been correctly and impartially applied
- c) it decides that the decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of the case

If you would like the Appeal Panel to see any documents in respect of your appeal, please enclose copies of these or send separately to the address at the top of this form. **NOTE:** if you have stated any reasons of a medical, social or welfare nature, please attach professional evidence where appropriate, e.g. a letter from a doctor. Please also complete the 'Reasons for Appeal' box below.

Reasons why I am appealing:

