



Infant class size appeal (Years R to 2) Notice of appeal

Review of decision to refuse a place

School/office use only

CONFIDENTIAL

Date form received / /

Please read the explanatory notes attached before completing this form.

Section 1 – School information

Please complete the details for the school you are appealing for a place at.

School:	
Year group:	Start date:

Section 2 – Child's details

Surname:	Forename:
Date of birth:	Age now: years months
Gender:	
Address*: Post code:	* This should be your child's permanent, full time address. (Future addresses can only be considered when one of the following is attached to the appeal form: official confirmation that contracts have been exchanged on the property; proof of tenancy agreement).
Current school:	

Does your child have any siblings (i.e. brothers or sisters)? Yes No

Step-brothers/step-sister, adoptive brothers/sisters living in the same household or children whose parents are married or cohabiting and live together within the same household should be included.

Number of brothers:	Number of sisters:
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Appeal child's position in family (by birth): 1st 2nd 3rd 4th 5th 6th

Which school(s) do the appeal child's siblings attend?
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Siblings' year groups

Section 3 – Reason for appeal

Please note that the law only allows the panel to uphold an appeal where one or more of the following grounds are established:

Ground A: the admission of additional child would not breach the infant class size limit; and/or

Ground 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; and/or

Ground 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 none of the grounds applies to your case, then the law requires the appeal panel to dismiss your appeal.

Please answer the questions below (continue on a separate sheet if necessary).

Ground A

I believe that the admission of additional children would not breach the infant class size limit for the following reasons:

Ground B1

I believe that the admission arrangements did not comply with admission law for the following reasons:

Ground B2

I believe my child would have been offered a place if the school's admission arrangements had been correctly and impartially applied for the following reasons:

Ground C

I consider the decision not to admit my child to the School was a decision that no reasonable* admission authority would make in the circumstances of my case for the following reasons:

*Please note: the Admission Appeal Code states that the panel will need to be satisfied that the decision to refuse to admit was 'perverse in the light of the admission arrangements' i.e. it was 'beyond the range of responses open to a reasonable decision maker' or 'a decision which is so outrageous in its defiance of logic, or of accepted moral standards that no sensible person who had applied his mind to the question could have arrived at it.'

Section 4 – Your details

Name: Mr/Mrs/Ms/Miss/Other:	Relationship to child:
Surname:	Forename:
Address (if different to child):	Home tel:
	Work/mobile tel:
Post code:	Email address:

Section 5a – Attendance at the appeal hearing

You do not have to attend the appeal hearing but you are strongly advised to do so.

Do you wish to be present at the appeal hearing? Yes No

If you are going to attend, please indicate below if you require any special facilities:

Interpreter Other

If you require an interpreter, which language is required?

If you require any reasonable adjustments, please state:

All appeal hearings are now being heard virtually on Microsoft Teams.
Do you have access to a smart phone/tablet/laptop/PC? Yes No

Section 5b – Waiver of 10 school day notice period

IMPORTANT: Please read

Please note that you can insist on your right to 10 school days' notice, but if the Independent Appeal Panel has arranged to hear other appeals concerning your preferred school within the next 10 school days, you can have your appeal heard at the same hearing if you wish. It is usually desirable for all appeals concerning entry to one particular school to be heard at the same time. This is because by the time a new hearing date has been arranged for your child's appeal, the number of the children at the preferred school may by then have increased, which could increase the prejudice to the school.

I understand that arrangements may have already been made to hear other appeals concerning admissions to my preferred school within the next 10 school days. I understand that I am formally entitled to at least 10 school days notice of the date, time and place of the hearing but I would like my child's appeal to be heard as soon as possible so **I waive my right to be given 10 school days' notice.**

Yes No

I confirm all the above details are correct.

Signed:	Date:
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Data protection

Portsmouth City Council collects and uses personal information relating to children and young people in order to comply with the statutory obligations placed on us by government and so we can deliver and manage services for and on behalf of other organisations, including schools, early years education providers and childcare providers. All personal information is processed in accordance with the Data Protection Act 2018. For more information on our Education Privacy Notice, please visit www.portsmouth.gov.uk