

SCHOOL ADMISSION APPEALS

If you are refused a place at any of the schools you applied for, you will receive a letter to inform you of the decision and your right of appeal. You must be given at least 14 days from the date of the decision letter to send in your appeal, but in many cases, you will be given longer. If you are not given this information, you should contact the authority responsible for the school's admission arrangements. In the case of a community school, this will be the local authority, but for all other types of school, you should contact the school directly.

Please note - if you decide to appeal, it may be necessary to tell the admission authority for the school the preference information on your application form.

You should return this completed appeal form as soon as possible with any supporting documentation that you have not already supplied with your original application for a place.

In order to help you decide whether to appeal, you should think about the school's admission arrangements, your reasons for wanting your child to attend the school, your child's view of what school he/she should attend and how strong a case you have.

Parents are advised that very few appeals are successful, and those that do succeed are normally where there are very significant circumstances. Distance to school (either the one appealed for or the alternative offered) and child-minding arrangements do not generally outweigh the admission authority's case. Please see the tables below for information on previous years' appeals.

Appeals are heard by panels that are independent of the school or local authority. Each panel usually consists of three people, although there could be five. The panel must include at least one lay person (someone who has no experience in the management or provision of education in a school, other than as a governor). At least one person who has experience in education in the area or is the parent of a registered pupil (parents could be governors at a school).

The Admissions Service will acknowledge your appeal form. At a later date you will be advised of the date, time and place for the appeal hearing. You should be given at least 14 days notice. About seven days before the hearing, you will be sent copies of all the appeal papers which will be presented to the appeal panel, including statements by the relevant admission authority as to why it was not possible to offer your child a place at the school.

You are strongly advised to attend the appeal hearing, so that you can put forward your case, ask questions, and also answer any questions if, for example, the panel need clarification on what you have stated. You can take a friend or relative with you if you wish, but it is not usually appropriate to take a legal representative as appeal hearings are informal. If you are unable to attend the appeal hearing, the panel may decide to consider your case on the written evidence alone.

If you want the panel to consider any additional information, you should make sure the relevant papers are sent in good time (at least seven days prior to the hearing) so that the panel has the opportunity to consider them properly. If you have any concerns about this, you should contact the clerk to the appeal panel. Their details will be on the letter notifying you of the date of the appeal hearing.

In addition to the panel, yourself and a friend, there will also be a representative from the admission authority for the school concerned who will be able to explain the admission procedure, and who can also ask you questions.

Decision for Reception, Year 1 and Year 2 (Infant class size appeals)

Appeals for infant classes, including reception classes, will only be successful in very limited cases. This is because the law says that there should not be more than 30 infant aged pupils in a class with one qualified teacher. Therefore the independent appeal panel can only uphold a parent's appeal where the parent can

- the decision to refuse admission was not one which a reasonable admission authority would make in the circumstances of the case* (known as 'Ground A');

****This means the parent must show that the decision to refuse a place at the school was so unreasonable that no reasonable authority would ever have made the decision.***

show that:

Alternatively, the parent must show that:

- the child would have been offered a place if the admission arrangements had been properly implemented** (known as 'Ground B')

*****This means the parent must show that a mistake has been made in allocating the places and that if the mistake had not been made, their child would have been offered a place.***

In coming to a decision, the appeal panel can only consider whether Ground A or Ground B applies to your case (please see explanation above). If either of these grounds is proven, they will uphold your appeal, and your child will be offered a place.

You are advised that because of these limitations, very few infant class size appeals are successful. The tables overleaf give information about previous years' appeals.

Decision for Years 3 to 11

In coming to a decision, the appeal panel must first consider whether the school's published admissions arrangements have been correctly applied. If they have, the panel then needs to be satisfied that to admit any more children would prejudice the provision of efficient education or use of resources at the school.

Even if the appeal panel decide that the admission arrangements were properly applied and that to admit any more children would lead to overcrowding or put a strain on the school's resources, they will still consider your case. If they decide that your reasons outweigh the case put by the admission authority, they will uphold the appeal, and your child will be offered a place.

Information about appeals for Haringey community schools in previous years are provided on the following page

At the end of the hearing, the clerk will tell you when you can expect to receive the panel's written decision, which is binding on all parties. Although there is no further right of appeal, if you feel that the procedures have not been followed properly or there have been irregularities in the way your appeal has been handled, it is open to you to complain (in writing) to the:

Local Government Ombudsman, 10th Floor, Millbank Tower, Millbank SW1P 4QB.

Secondary Transfer Appeals

School	Number of appeals lodged			Number of appeals heard			Number of appeals upheld		
	2006	2007	2008	2006	2007	2008	2006	2007	2008
Alexandra Park	37	70	55	31	52	49	3	0	2
Fortismere *	37	61		33	48		2	17	
Gladesmore	29	30	30	26	27	24	2	0	3
Highgate Wood	34	63	42	26	43	31	2	2	1
Hornsey	3	-	11	70	-	9	0	-	0
Northumberland Park	-	-	8	-	-	8	-	-	1
Park View Academy	9	3	7	7	1	5	1	0	0
Totals	149	227	153	123	171	126	10	19	7

* Fortismere managed it's own appeals in 2008 on gaining Foundation Status

Reception Class Appeals

School	Number of appeals lodged			Number of appeals heard			Number of appeals upheld		
	2006	2007	2008	2006	2007	2008	2006	2007	2008
Belmont	2	2	4	1	1	0	0	0	0
Bounds Green	-	-	6	-	-	0	-	-	0
Bruce Grove	1	-	-	0	-	0	0	-	-
Chestnuts	-	-	1	-	-	0	-	-	0
Coldfall	-	2	3	-	0	3	-	0	0
Coleridge	15	4	4	13	4	2	1	0	0
Devonshire Hill	-	-	1	-	-	0	-	-	0
Earlsmead	-	-	1	-	-	0	-	-	0
Highgate	2	-	2	0	-	2	0	-	0
Lancasterian	-	5	1	-	4	1	-	0	0
Lea Valley	3	7	2	3	5	1	0	0	0
Lordship Lane	-	-	2	-	-	1	-	-	0
Muswell Hill	6	8	7	6	5	6	0	0	1
Nightingale	-	1	2	-	1	0	-	0	0
Rhodes Avenue	6	11	4	5	11	3	0	0	0
Rokesly	9	3	2	6	3	1	0	0	0
St Aidans	-	8	5	-	8	4	-	0	0
South Harringay	-	3	1	-	1	0	-	0	0
Tetherdown	3	3	7	2	3	7	0	0	0
West Green	2	2	-	1	2	-	0	0	-
Weston Park	3	9	5	2	7	4	0	0	0
Totals	53	68	60	39	55	35	1	0	1

The Children and Young People's Service in Haringey

CASUAL APPEALS

For Infant Class Size appeals relating to Reception Class, Year 1 and Year 2 ONLY.

Appeal against the decision to refuse admission to Haringey Community
Primary Schools or St Aidan's Voluntary Controlled School

I wish to appeal against the decision to refuse my child a place at

..... School

1. Child's name (in BLOCK capitals please):

Surname

First name Date of Birth

2. Home address

..... Post Code

3. Contact telephone number(s):

(Useful should any details need clarification and for Appeal arrangements)

Home: Work/Mob:

Do you require an interpreter? Yes No (Please tick)

If yes, please state which language

.....

4. Schools listed on the original application form:

1st preference School

2nd preference School

3rd preference School

4th preference School

The Independent Appeal Panel can only uphold infant class size appeals where it is satisfied that either of the following grounds have been proven:

GROUND A: That the decision to refuse admission was not one, which a reasonable authority would make in the circumstances of the case

Please use the space below to outline your reasons for appeal under 'Ground A' (attach separate pages if necessary)

GROUND B: That the child would have been offered a place if the admissions had been properly implemented.

Please use the space below to outline your reasons for appeal under 'Ground B' (attach separate pages if necessary)

Signed.....Date.....
(mother/father/legal guardian)*

Name (in block capitals).....(Mr/Mrs/Ms*)
*Please delete as appropriate

**Please return the completed form to:
The Children's Service, Admissions
48 Station Road, Wood Green
London N22 7TY**