



**Academy Appeal Form**  
Appeal against refusal to admit to a preferred primary school

**Please complete in full and return to Mrs Petford along with proof of address showing the full name and address of the adult applying for the place.**

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**Details of Child/Children Appealing for Place at HLC Primary**

<b>Child 1 Current Yr Group:-</b>			<b>Child 2 Current Yr Group:-</b>		
Legal Surname:			Legal Surname:		
Legal Forename(s):			Legal Forename(s):		
Date of Birth:			Date of Birth:		
Gender			Gender		
Does your child have SEN? <small>(Statement/EHCP)</small>	Yes	No	Does your child have SEN? <small>(Statement/EHCP)</small>	Yes	No
Is your child looked after by the Local Authority?	Yes	No	Is your child looked after by the Local Authority?	Yes	No
Is your child adopted from care?	Yes	No	Is your child adopted from care?	Yes	No
Do you live in the catchment area of the school?	Yes	No	Do you live in the catchment area of the school?	Yes	No
<b>Current School:</b>			<b>Current School:</b>		

**Family Information**

Name of Parent(s) <small>State Mr, Mrs, Miss, Ms etc.....</small>	1. 2.				
Child(ren)'s Current Address: <small>The address of the normal residence of the parent who has care of the child(ren)</small>					
If you have recently moved or are going to shortly, please give this address:					
Home Telephone number (inc code):					
Mobile Number:					
Work Number (inc Code):					
Main contact email address:					
Is either parent employed by the school?	Yes		No		

**Siblings (Aged 0-16)**

<b>Name of Sibling</b>	<b>Date of Birth</b>	<b>Current Pre-School/School</b>

**Notice Period**

At a later date the Head of Legal and Democratic Services, Clerk to the Appeals Panel, will send a notice of the date and time of the Appeal Panel's hearing together with a copy of the Authority's response. At that stage, you will be asked whether you wish to attend the hearing, with or without a representative.

Appeal hearings take approximately 3 weeks to arrange. The School will give parents 14 days' notice of the date of an appeal hearing. If parents are prepared to shorten the normal period of notice, it may be possible to arrange an earlier appeal.

Do you wish to shorten the normal 14 days' notice period?	Yes	No

## Written Supporting Statement

In the space provided below please clearly state the reasons (in order of priority) for your appeal.  
(Continue on a separate piece of paper if necessary)

**If you do not state your reasons it may not be possible to schedule an appeal hearing.**

### Declaration

I certify to the best of my knowledge the information given is correct. I understand that by signing this form I am also giving permission for my name and address to be checked against Telford & Wrekin Council's Council Tax Records.

I have parental responsibility for this child. Declaration (to be signed by Parent/Carer)

**Signature of  
Parent/Carer:**

**Date:**

Details given on this form may affect the outcome of your appeal. Details of your child's address are particularly important, and all information may be checked by the LA. Information may also be requested from another education authority, school, college or other place of education for the purposes of verifying your child's previous educational placement. We may withdraw any school place offered if the information you have provided is found to be fraudulent or intentionally misleading.