

HOLLAND PARK SCHOOL

IN-YEAR ADMISSIONS APPEAL FORM

PLEASE COMPLETE THIS FORM IN BLACK INK AS IT WILL NEED TO BE PHOTOCOPIED (WHILST MAINTAINING CONFIDENTIALITY)

STUDENT DETAILS

Legal Family Name

Legal Forename

Middle Name(s)

Date of Birth

 / /
Day Month Year

Gender

Male

Female

School Year Applying For

Year 7

Year 8

Year 9

Year 10

Year 11

Home Address

Postcode: _____

Borough of Residence: _____

Name of Parents/Carers

Mr / Mrs / Ms / Miss / Dr

Mr / Mrs / Ms / Miss / Dr

First Name

First Name

Family Name

Family Name

Home Telephone

Mobile

STUDENT HISTORY

Does your child currently attend a school. If yes, please give details

Have you appealed in respect to this child previously? Yes No

If yes, please state when and which school(s)?

Does your child have a disability? Yes No

If yes, please provide details?

Please include BELOW any other information you think is relevant:

DECLARATION

I wish to appeal against the decision not to offer my child a place at **HOLLAND PARK SCHOOL** because (please attach additional sheets if necessary):

Parent / Carer Name:

Parent / Carer Signature: 

Date:

ADVICE TO PARENTS ON APPEALING FOR A SCHOOL PLACE AT HOLLAND PARK

The following information is produced as a guide for parents appealing for a school place at Holland Park School. Holland Park School's Governors are responsible for the school's admissions.

How do schools decide which children to admit?

Holland Park School publishes its Admissions Criteria on its website at www.hollandparkschool.co.uk, in its prospectus and on the Royal Borough website at www.rbkc.gov.uk.

If my child is turned down for a school can I do anything?

Yes, you can appeal against the decision. Complete the In-Year Admissions Appeal Form and return to the school.

If the school say they are full what is the point in appealing?

An appeal can only go ahead if Holland Park School has its full number of children on its roll (this number will be given to the Appeals Panel). If Holland Park School has a vacancy, the place must be offered to the child who best meets our admissions criteria. An independent appeal will listen to the case put forward by the appellant and Holland Park School. The panel have the legal authority to decide either in favour of the appellant or Holland Park School, the admitting authority. If the Panel rule in favour of the appellant the school must admit the child to the school above its published admissions number.

What will an Appeals Panel want to know?

An Appeal Panel will first check to see that the decision not to offer a place has been properly made. If the school is full then they will weigh up the problems your child will have by going to a different school, against those problems that the school might face in admitting an extra child.

What should I put on the form?

If you have any particular reasons why you feel your child should attend Holland Park School, for example, the next nearest available school is a very difficult journey away or the school offers facilities at which your child is good, these things may be given in your appeal. If your child has a medical or social reason for attending you may wish to attach written evidence from a doctor or social worker supporting this. You may submit information and evidence any time up to the hearing but if anything is provided too close to the hearing date, the panel may need to adjourn to allow parties the opportunity to consider the additional information.

Can I take someone with me to the Appeal?

Yes you can take a relative or friend, adviser, interpreter or signer who may speak on your behalf at the hearing. An adviser may be a Choice Adviser, a locally elected politician, or an employee of the local education authority such as an educational social worker, SEN adviser or learning mentor, provided that this will not lead to a conflict of interest. Employees of Holland Park School or a member of the school's Board of Governors must not attend in this capacity.

If you have any queries regarding your right to appeal or on the procedure for holding an appeal, please do not hesitate to call the Admissions Team on 020 7908 1015.

Please return this form to:

THE SCHOOL ADMISSIONS TEAM, GREEN ZONE, SECOND FLOOR, KENSINGTON TOWN HALL, LONDON, W8 7NX