

**SUTTON GRAMMAR SCHOOL
APPEAL FORM**

*This form must reach the school by the closing date for appeal applications, which is **Friday 3rd April 2020 at 4.00pm**. There can be no guarantee that your appeal will be heard at the same time as the rest if it does not arrive by the closing date.*

SURNAME OF STUDENT: **FIRST NAME:**

DATE OF BIRTH:

CURRENT SCHOOL:

**NAME OF PARENT/
GUARDIAN:**

ADDRESS:

.....**POST CODE**

TELEPHONE NOS: **HOME:**.....

WORK:

MOBILE:.....

Please state below the reasons why you wish to appeal against the Academy Trust's decision not to offer your son a place at Sutton Grammar School. You may continue on a separate sheet if necessary.

If you are including written evidence to support your appeal, please list here what it is (for example, doctor's letter, letter from primary school headteacher etc).

Please make every effort to send any documents to support your appeal at the same time, remembering to retain for yourself one set of your appeal submission.

E-mailed submissions cannot be accepted.

Is there any additional information that we need to know for the proper conduct of the appeal? For example, do you have difficulties with mobility, do you have a visual impairment?

Please tick the following as applicable.

I wish to attend the appeal hearing in person

Yes

No

I will be bringing another person with me to the appeal

Yes

No

NAME OF COMPANION.....

RELATIONSHIP TO YOU.....

I will be bringing someone to represent me at the appeal

Yes

No

NAME OF REPRESENTATIVE.....

Dates I am NOT available for an appeal hearing.....

Data protection: I agree that the documentation I submit for appeal may be shared in confidence with the School, the Clerk to the Appeal Panel and the Appeal Panel. The Clerk's and the School's copies will be stored safely for 2 years; the Panel's copies will be destroyed after the hearing.

Signed:

Print name:

Date:

Please return this form and any additional paperwork to: The Clerk to the Admissions Appeals Panel, c/o Sutton Grammar School, Manor Lane, Sutton, SM1 4AS BY THE CLOSING DATE