

SUTTON GRAMMAR SCHOOL

ADDITIONAL INFORMATION FOR APPELLANTS



HOW TO MAKE A CASE TO THE APPEALS PANEL

The following information may assist you when considering whether to appeal against the decision not to offer your son a place at the School. Please note that the examples given do not constitute an exhaustive list.

PLEASE REMEMBER THAT YOU MAY ONLY APPEAL IF YOU APPLIED FOR A PLACE AT THE SCHOOL FOR YOUR SON; THAT IS, YOU NAMED THE SCHOOL ON YOUR COMMON APPLICATION FORM.

(1) IF YOUR SON DID NOT PASS THE EXAM

Sutton Grammar School is an academically selective school. If your son did not pass the two-stage entrance exam, but you plan to appeal, you will have to demonstrate to the Appeal Panel that he is of selective school ability. You will need:-

- Evidence of his academic ability, for example, a letter of support from his primary school, a recent school report. The further away from the pass mark, the stronger the evidence needs to be.
- While the School Admissions Appeals Code does not refer to extenuating circumstances, you may wish to provide evidence which explain why your son was unable to demonstrate his true ability in the two-stage entrance exam.
- Please note that evidence of primary school responsibilities, non-academic extra-curricular activities, religious observance etc. are not relevant and should not be included.

Boys who sat the Selective Eligibility Test (first stage test) but did not meet the pass mark, were well short of the required standard and were not invited to take the second stage test.

(2) IF YOUR SON PASSED THE EXAM

If your son passed the exam, but did not receive an offer of a place as he was not high enough in the rank order, you do not need to demonstrate that he is of the required academic standard, as this has already been established. You may wish to demonstrate that were it not for certain extenuating circumstances that affected your son's performance he would have performed even better. Examples of such extenuating circumstances might be:-

- family illness or other crisis;
- very recent arrival in the UK;
- special educational needs;
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If you wish to make such a case, you will need to provide the following:

- evidence of the extenuating circumstances; and
- evidence that these circumstances affected your son's performance.

If these circumstances arose immediately before the test date, but you went ahead with the test anyway, the Appeal Panel are likely to question your decision not to ask for a postponement.

Please note that the Appeals Code does not refer to extenuating circumstances, so while you may wish to refer to such circumstances if they exist, the main thrust of your case should be that your son needs a place at Sutton Grammar School despite the fact that it is oversubscribed.

(3) OVERSUBSCRIPTION AND THE BALANCING STAGE

If an applicant has passed the entrance test but has not been offered a place (or the Panel agree that he is of selective school ability as per section 1 above) the School's case is that to admit a further pupil will cause prejudice (harm) to the efficient education of the pupils in the school and to the efficient use of resources. The School's representative will set out arguments to demonstrate this.

Appellants have to demonstrate why their son should be offered a place at Sutton Grammar School despite the fact that it is full, and then your case is weighed against the School's case.

While appellants sometimes try to prove that the school would not suffer prejudice if they admitted an additional pupil, it is very important that you concentrate on your own case for your son.

You will need to consider what Sutton Grammar School offers that makes it uniquely suitable for your son, and how he would suffer prejudice (harm) if he were unable to come here. Examples might be:-

- Proximity – your son may have a medical or other condition which means he has to attend a school close to his home. Evidence will be required.
- Pastoral care – are you able to show that your son particularly needs the type of pastoral care that Sutton Grammar School offers?
- Medical or social reasons
- Curriculum – is there some aspect of the curriculum that Sutton Grammar School offers, that your son particularly needs and is unable to obtain elsewhere?

REMEMBER!

- You are not appealing *against* the school you have been allocated.
- You are not appealing for a place at just *any* Grammar School. You are appealing for a place at *this* school.