



**SUTTON GRAMMAR SCHOOL**  
**ADMISSION APPEAL FORM FOR YEAR 7 2024 ENTRY**

|   |   |
|---|---|
| Surname of child  |   |
| Forename of child   |   |
| Child date of birth (dd/mm/yyyy)  |   |
| Name of child's current school  |   |
| Name of Parent/Carer  | <i>Miss/ Ms/ Mrs, Mr, Dr, other (delete and specify as appropriate)</i> |
| Relationship to child   |   |
| Name of parent/carer 2 <i>(if applicable)</i>                               |   |
| Relationship to child   |   |
| Address for correspondence:   |   |
| POSTCODE  |   |
| Email address for correspondence<br><b><i>Please write very clearly</i></b> |   |
| Telephone number  |   |
| Additional telephone number<br><i>(if applicable)</i>                       |   |



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**Hearings will be heard via a zoom video link. Please specify below if you would prefer to dial in via a phone because of connectivity or accessibility issues, or will join via the zoom link.**

*(Link to be provided nearer meeting by the Clerk to the Appeals Panel).*

|   |                                    |
|---|------------------------------------|
| We will join via a video zoom               | <i>Please circle</i><br><b>YES</b> |
| We would dial into the meeting from a phone | <i>Please circle</i><br><b>YES</b> |

**Please advise of any adjustments required for the proper conduct of the appeal hearing, for example does any attendee have a disability which may impact on their ability to take part?**

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## **SUTTON GRAMMAR SCHOOL ADMISSION APPEAL FORM FOR YEAR 7 2024 ENTRY**

### **GROUND'S FOR APPEAL**

***Appeals cannot be accepted without written grounds for appeal. Please state the reasons why you wish to appeal against the decision not to offer your child a place at Sutton Grammar School for September 2024 entry. You may continue on a separate sheet if necessary.***



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If supporting evidence has been included, please list: ***Do not include photographs, certificates or 11+ papers as they will be removed and not sent forward to the appeals panel.***

### Document Guidelines:

- **CLOSING DATE IS BY 12PM TUESDAY 16<sup>th</sup> APRIL 2024. We can not accept any submissions after this date.**
- You are requested to supply **five copies** of your appeal submission. This includes all supporting evidence and everything pertaining to your case.
- Copies should be sorted and separated by paper clip. Do not use staples or place paperwork in binders or folders.
- Do not include certificates (for sporting achievement or hobbies), photographs or 11+ papers.
- Please make every effort to send any documents to support your appeal at the same time.

Data protection: I agree that all information and documentation that I provide for the admission appeal may be shared in confidence with the Clerk to the Admissions Appeal Panel and School and the members of the Admissions Appeal Panel. A complete set of the records relating to the appeal will be retained securely by Clerk to the Admissions Appeal Panel and the School for a period of 2 years after the conclusion of the hearing. All other copies of the documentation will be securely destroyed after the hearing.

Signed .....Print Name.....Date .....

*Return this form, supporting documents and copies by post or by hand (emails will **not** be accepted) by the closing date (**Tuesday 16<sup>th</sup> April 2024**) to: 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*