

Primary school appeals

If you are applying for a place in an **infant class** (usually F1, Years 1 and 2) read these notes before you complete this form.

Infant Class Size (ICS) Legislation - This refers to Government legislation that states that no child attending a maintained school and who is in an infant class can be taught in a class of over 30 pupils (except where certain specific and exceptional circumstances apply).

Where the ICS limit of 30 applies, the powers of the Independent Panel are limited and an appeal is, in law, a **review** (see question 3 on page 22 of the Guide to Admission Appeals document).

In ICS reviews your case can only succeed where it can be shown that:

- (i) your child would have been offered a place if the admission arrangements had not been contrary to the mandatory requirements of Part 3 of the SSFA 1998 or the School Admissions Code; and/or
- (ii) your child would have been offered a place if the (co-ordinated) admission arrangements had been properly implemented; and/or
- (iii) the decision to refuse admission was not one which a reasonable* admission authority would have made in the circumstances of the case. **In legal meaning of the word reasonable*

Reasons - All appeals

You **MUST** give your reasons or your case cannot be processed.

Instructions for primary school appeals

If your child will be in an infant class (usually year groups: F1 / Year 1 / Year 2), and the letter states your application has been refused because a qualifying measure would be needed at your preferred school you must complete at least one of the boxes 1,2,3,5.

If **it is not clear** if infant class size prejudice would arise, complete at least one of boxes 1,2,3,4,5.

Instructions for secondary school appeals

Complete at least one of boxes 1,2,3,4

1. Mandatory requirements

If relevant, please explain how the admission arrangements do not comply with the mandatory requirements and, if they had, your child would have been offered a place.

2. Admission arrangements

If relevant, please explain why you believe a mistake has been made in administering the (co-ordinated) admission arrangements and, if no mistake had been made, your child would have been offered a place.

3. Disability discrimination claim

If your child has a disability, as defined by the Equality Act 2010, and your case is that the Admission Authority has discriminated against your child when considering his/her admission to your preferred school - provide details:

4. NOT refused admission due to infant class size limits

Where NOT refused admission because infant class size prejudice would arise give reasons for appeal.

5. Refused admission because infant class size prejudice would arise and a qualifying measure would be needed at your preferred school

I/we think the decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of our case.

You must show that the admission authority either ignored relevant information, or took into account irrelevant information, or the decision was irrational, wildly illogical, not based on the facts of the case - you must show that it was perverse in light of the admission arrangements to refuse to admit your child.

Declaration and signature

I confirm that my child has been refused a place at this school.

I certify that I am the person with parental responsibility for the child named above and the information given is true to the best of my knowledge and belief.

I understand that, if I do not attend the hearing and I do not send a representative, my case will be heard in my absence using the information I have supplied on this form along with any other information I have submitted by my hearing date.

I have read the "Guide to Admission Appeals" document.

To agree to the above declaration you must print your name below.

Print name

Date

Important: wherever possible, you should provide supporting evidence of your case, for example, a letter/report from a doctor or other professional people. The panel cannot contact your doctor or others; it is your responsibility to obtain any supporting evidence.

Please use this tab if you would like to print your completed form.