

**ST GREGORY'S CATHOLIC SCIENCE COLLEGE**

**ADMISSION APPEALS FOR THOSE SEEKING ADMISSION TO ST GREGORY'S CATHOLIC SCIENCE COLLEGE FOR SEPTEMBER 2024 (INCLUDING THOSE SEEKING ADMISSION TO YEAR 7)**

**TIMETABLE FOR APPEAL AGAINST REFUSAL TO OFFER A PLACE**

**FOR PARENTS APPEALING FOR ADMISSION TO YEAR 7 IN SEPTEMBER WHOSE APPLICATION WAS SUBMITTED BY THE DUE DATE**

<b>Friday March 1 2024</b>	Letters out to parents from the Local Authority on behalf of Governors notifying parents whether or not their child/children have gained a place at St Gregory's Catholic Science College.
<b>Friday 24 May 2024</b>	Deadline for receipt of appeals submitted as a result of one of the above letters of refusal (this fulfils the minimum of 20 school days provided for parents to submit an appeal). It is helpful if parents complete the appeal proforma which can be downloaded as attached.  <b>Appeal forms should be returned directly to Ms Meah (Admissions Officer) at the school</b>
	Appeal Hearings will be held by an Independent Appeal Panel in the second half of the summer term. The exact dates and times will be determined when it is known how many appeal cases are to be heard.  Parents will be given notice of the actual date and time of their individual appointment and paperwork in connection with the appeal will be sent out by the school on behalf of the Independent Appeal Panel's own Clerk.
<b>LATE APPLICATIONS FOR YEAR 7 AND THOSE APPEALING FOR OTHER YEAR GROUPS</b>	
<b>Late applicants for entry into year 7 and applicants for other year groups for September 2024</b>	Parents will be given 20 school days from the date of the letter of refusal in which to submit an appeal. Appeal hearings will be convened as soon as possible after receipt of appeals.  For those submitting an appeal towards the end of the summer term it may be necessary to hold the hearing in early September 2024. Parents should request an appeal form directly from the school which will set down the exact date derived from calculating the 20 school days from the date of refusal.

If you require any further information in respect of Admissions Appeals, please contact Ms Meah on 0208 907 8828 or email her at [schooloffice@stgregorys.harrow.sch.uk](mailto:schooloffice@stgregorys.harrow.sch.uk).

## ADMISSION APPEAL FOR ST GREGORY'S CATHOLIC SCIENCE COLLEGE

This form should be completed and returned to the school by the following date:

Friday 24th May 2024

Following receipt of your appeal arrangements will be made for an Independent Appeal to meet and consider the appeal and you will be invited to attend that meeting.

**Name of Child: Surname** \_\_\_\_\_ **First name** \_\_\_\_\_

**Boy/Girl:** \_\_\_\_\_ **Date of birth:** \_\_\_\_\_ **Current Year Group:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Postcode:** \_\_\_\_\_

**Telephone Number (s): Daytime** \_\_\_\_\_ **Evening** \_\_\_\_\_

**Name of Parent(s)/Carer:** \_\_\_\_\_

We/I wish to appeal against the decision of the Governing Body to refuse my child a place at St Gregory's Catholic Science College.

I/We would require an interpreter at the meeting Yes/No\* Please circle as appropriate. If the answer is Yes, please indicate language required \_\_\_\_\_

**Signature of parent:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### GROUNDINGS FOR APPEAL

Please give details of any reasons why you believe your child should be admitted to St Gregory's Catholic Science College. You may continue on the reverse of this form or attach additional pages. Please ensure you include any documents you feel may strengthen your case.