



N.B. Please refrain from using a hi-lighter on documents as this will obscure wording during the copying process.

I hereby give you notice that I wish to appeal to an Appeal Panel established by the Holcombe Grammar School, admissions authority, against a decision which has been made by or on behalf of the Authority as to the school at which education is to be provided for my child in the exercise of the Authority's functions. The grounds upon which my appeal is made are set out above.

Signed _____ Parent/Guardian

Date _____



NOTES

1. You are encouraged to attend the hearing of your appeal so that the Panel can discuss with you the particular circumstances of your appeal. If you wish to do so, tick Box A below. If you decide to attend you may do so with a representative or friend (see guidance note 6 attached). If you do not wish to attend, tick Box B below, and the Appeal Panel will decide your appeal in your absence on the basis of your written representations.

I wish to attend the appeal hearing A

I do not wish to attend the appeal hearing B

If you do wish to attend the appeal hearing but find that you are unable to do so, then please contact the school immediately.

2. This form, when fully completed, must be returned to:-

Clerk to Admissions Appeals Panel
C/o Holcombe Grammar School
Holcombe
Maidstone Road
Chatham
ME4 6JB

If you wish to appeal to the Appeal Panel then you are advised to do so not later than 3 weeks from the date of the decision letter sent to you.