

School Admission Appeal Form into entry at a Wiltshire School

If you wish to appeal against the refusal of a school place, please return the completed form to us by email, to educationappealsadmin@wiltshire.gov.uk within 20 school days of receiving your decision. If possible, please send any supporting documents with your form or as soon as possible after sending us your appeal form.

A separate appeals form should be completed for each school you wish to appeal for.

Please ensure you read the parent's guide to admission appeals notes before completing this form.

Name of Pupil:	
Date of Birth:	

Name of School you are appealing for:	
Year group you are appealing for:	
Date on which place is required:	
The School your child currently attends (where applicable):	
The alternative school offered:	

Name of Parent(s)/Guardian(s):	
Address:	
Contact Telephone Number(s): Please provide a telephone number in case of queries	
Contact Email address: Please note - All correspondence is conducted by email	

Moving house? Please provide your new address:	
Expected date of move:	

We hear appeals in our 3 main council buildings, please indicate which one you are willing to travel to: (Not relevant during Coronavirus as all appeals held remotely)	Trowbridge (County Hall) Chippenham (Monkton Park) Salisbury (Bourne Hill or The TEN Centre)
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Please tell us about any special requirements you may have (E.g. an interpreter, large print, BSL interpreter, wheelchair access):	
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Are there any dates the appeal hearing should avoid? <small>Note – we cannot guarantee that we will not schedule the appeal on dates provided but do try to accommodate requests where possible</small>	
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Are you intending to attend the appeal hearing? (We would encourage you to do so if you can).	
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Will you be accompanied at the appeal hearing? If yes, please provide the name of the person attending and their role (e.g. family member, friend, social worker etc).	
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If you do not wish to attend the appeal hearing, do we have permission to hear the appeal in your absence, based on the written evidence you have provided?	
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Do you require 14 calendar days notice of your appeal hearing?	Yes:		No:	
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Grounds of Appeal: (Please be advised that we cannot process your form without your grounds of appeal)
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The grounds of my appeal are as follows (attach additional sheets if required) :
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I hereby confirm that I am the parent/carer of this child and/or have the parent/carer's permission to complete this appeal form.

Signed:	Date:
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