

## NOTICE OF APPEAL TO THE ADMISSION APPEALS PANEL

(Please use a black pen when completing these forms, or complete word document and email to [hayleyrennie@hfcmat.com](mailto:hayleyrennie@hfcmat.com) for the attention of Admissions Lead, Hayley Rennie)

<b>Pupil Name</b>			
<b>Pupil Date of Birth</b>			
<b>Title Miss/Mrs/Ms/Mr</b>			
<b>Name of Parent(s)/Carer(s)</b>			
<b>Address</b>			
<b>Tel. no. (mobile)</b>		<b>Tel. no. (work)</b>	
<b>Tel. no. (home)</b>		<b>e-mail address</b>	
<b>Primary School</b>			
<b>School Allocated</b>			
<b>Is your child, or has your child ever been Looked After by a Local Authority?</b>			
<b>What religion is your child?</b>			

Please set out, on the attached sheet, your reasons why your child should attend **St Marys Catholic College** and not the school allocated to your child.  
You may attach copies of any documents in support of your reasons.

You are encouraged to attend the hearing of your appeal so that the Panel can discuss with you the particular circumstances of your appeal. The Stage 1 of the appeal hearing will be held via a group Zoom meeting for all parents/carers.

Stage 2 will be your individual hearing – please choose one option below from a b c or d.

a) I/we wish to attend the appeal hearing via video conference

b) I/we wish to attend the appeal hearing via telephone conference

c) I/we wish to attend the appeal hearing in person at the school

d) I/we do not wish to attend the appeal hearing, please use my written application only

You are entitled to 10 working days' notice of the date of your hearing although you can waive this right. Are you agreeable to shorter notice being given so that your appeal maybe heard sooner?

Yes  No

### DECLARATION

I/we certify that the information given on this form is correct.

I/we certify that the information given may be circulated to members of the Appeal Panel and the Governors' Representative.

**Signature(s)**

Print Name(s)		Date	2024
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**GROUND / REASON FOR SUBMITTING THE APPEAL**

Please state in the space below your grounds for appeal and include the reasons for your preference. You may attach additional sheets to this form, together with copies of any documentation in support of your appeal. Please note that any documents you wish to rely on should be submitted with this form. Failure to do so may result in a delay in the hearing or reaching a decision.

If your child is baptised Catholic, we will require to see an original copy of the baptism certificate, which will be returned to you.

This form, when fully completed, together with any supporting documentation, must be returned to the Clerk to the Appeals Panel, c/o Miss Hayley Rennie, Admissions Lead,

at St Marys Catholic College, Wallasey Village, Wirral CH45 3LN or via email to [hayleyrennie@hfcmat.com](mailto:hayleyrennie@hfcmat.com)