



*with you... for you... about you...*

## **APPEAL AGAINST ADMISSIONS DECISION FOR SEPTEMBER 2023**

Part 1 (To be completed by parent – see notes attached)

Child's First Names(s)	
Child's Last Name	
Child's Date of Birth	
Child's Gender	Male/Female (please circle)
Address	
Postcode	
Contact Telephone Number	
Email address (Parent)	
Primary school currently attending	
Name of school allocated by Local Authority	

I wish to appeal against the decision NOT to offer my child a place at Manchester Communication Academy (MCA) for the following reasons:

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Please make clear why you believe MCA is your preference:

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Please attach any additional documents or information; such as letters from Doctors/Consultants/Social Workers to support your reasons for choosing Manchester Communication Academy.

I enclose additional documents: Yes..... No.....

(Please continue on a separate sheet if necessary)



*with you... for you... about you...*

The Appeal Hearings will take place Wednesday 14<sup>th</sup> June 2023. You will be sent further details once your Appeal has been received.

Is an interpreter required?      Yes/No (please circle)

If you would like the Clerk to arrange an interpreter for you, which language do you speak?

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Do you have any other issue we should be aware of?

Signature of Parent/Carer ..... Date .....

Name of Parent/Carer .....

## **NOTES FOR PARENTS**

### **Appeal against admission decision – Primary to Secondary school transfer September 2023**

If your child has been refused a place at the school of your choice, or you are unhappy with the school allocated to your child, you have the right of appeal against the decision to the Independent Appeals Panel in accordance with the School Admission Appeals Code. The panel members will include people who have experience in education and are acquainted with education conditions in Manchester.

Your completed form should be returned to:

Mrs Laura Roberts  
Admissions Officer  
Manchester Communication Academy  
Silchester Drive  
Harpurhey  
Manchester    M40 8NT

All Appeals should be returned to the Academy by May 19<sup>th</sup> 2023.



## **Appeal Decisions**

The decision of the Independent Appeals Panel is binding upon the admission authority – Manchester Communication Academy.

In coming to their decisions, Appeal Panels have to take into account:

1. The wishes of the parent/carer
2. The arrangements for admissions published by the Governors, including the number of children to be admitted, the criteria for admissions and the arrangements for admitting students in the event of there being more applicants than places (Oversubscription Criteria).