

**NOTICE OF APPEAL FORM**

Read the accompanying Notes of Guidance.  
Use block capitals on this side of the form and black ink throughout.

It is recommended that you keep a copy of the appeal form as **WE ARE NOT RESPONSIBLE FOR FORMS LOST IN THE POST.**



**PHILIP MORANT**  
SCHOOL & COLLEGE

Send the completed and signed form to:

**The Philip Morant School and College**  
**Rembrandt Way**  
**Colchester**  
**Essex**  
**CO3 4QS**

**I wish to appeal against the decision not to provide education for my child at the Philip Morant School and College.**

**Child's name (Full Name)**

**Date of birth :**

**Boy**

**Girl**

**SCHOOL YOU WANT YOUR CHILD TO ATTEND:** *(See note 1)*

**Please state the term in which you wish your child to start school.** *(See note 2 in appendix 1)*  
**OR Academic Year**

Autumn 20\_\_

Spring 20\_\_

Summer 20\_\_

Academic Year  
20\_\_/20\_\_

**Parent's/ Carer's names**

**Home address** *(See Note 3 in appendix 1)*

**Post Code**

**Telephone Numbers**

**Home**

**Work/Mobile**

		(see Note 4)	
1	I / We* wish to attend the appeal to make oral representations (written grounds still required)	Yes	No
2	I / We* wish to submit written representation only	Yes	No
3	I / We* wish my / our representative to put the case to the Appeal Panel	Yes	No
3a	He / she* is representing me / us* in a legal capacity	Yes	No

**Representative's name (if applicable)**

**Representative's address:**

**Post Code:**

**Telephone Numbers**

**Home:**

**Work/Mobile :**

4	I / We* will accompany my / our representative at the hearing	Yes	No
5	I / We* agree to less than 10 school days notice of the appeal hearing (if applicable)	Yes	No
6	Will you require the services of an interpreter at this appeal	<b>Language :</b>	Yes No
7	Please note here any special needs of which we should be aware		

**YOU MUST COMPLETE THIS SECTION**

**Failure to do so will result in your form being returned to you.**

**GROUNDS of APPEAL (See note 5 in appendix 1)**

**If there is not enough space on this sheet please continue on additional sheets(s) concluding with your signature and date. Please ensure additional paperwork is on A4 size paper.**