**Application to appeal for a place at Beit Shvidler Primary School**

**Please complete this form and send it to** [**admissions@beitshvidler.org.uk**](mailto:admissions@beitshvidler.org.uk)

**Appeals must be submitted within four weeks of notification that you have not been offered a place**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***Child’s details*** | | | | | |
| **Surname:** | | **Forename:** | | | **Date of birth:** |
|  | |  | | |  |
| ***Allocated school (the school at which your child has been offered a place)*** | | | | | |
| **Name of school:** | | | **Borough:** | | |
|  | | | | | |
| ***Please list the schools you have applied for as on your CAF (Common Application Form)*** | | | | | |
| **1.** | | | **4.** | | |
| **2.** | | | **5.** | | |
| **3.** | | | **6.** | | |
|  | |  | | |  |
| ***Parent/guardian contact details*** | | | | | |
| **Name:** | | | | | |
| **Address:** | | | | | |
| **Email:** | **Home phone:** | | | **Mobile:** | |
|  | | | | | |
| ***Grounds for Appeal*** | | | | | |
| **Please submit a detailed statement of your case on a separate document and provide all supporting documentation.**  **Do you wish to attend in person? Y/N**  **If you do not attend the appeal will be heard based on your written case.** | | | | | |
| ***Access*** | | | | | |
| **The appeal venue will have disabled access but please advise if you have any specific needs.**  **If English is not your first language you can bring someone with you to assist you.**  **Alternatively, if you require us to arrange an interpreter or a signer please advise below.** | | | | | |
| **I require an interpreter: Y/N (language)** | | | **I require a signer: Y/N** | | |
|  | | | | | |
| **Signed:** | | | **Date:** | | |
| **Print name:** | | | **Relationship to child:** | | |

Beit Shvidler Primary School takes its responsibility for looking after information seriously. We follow the Data Protection Act at all times when asking for or handling your information. We process data fairly and lawfully and only for the purpose for which it is collected. We do not collect more data than is necessary and neither do we keep it for longer than is necessary. We endeavour to keep the data up to date and would ask for your help by telling us immediately of any changes needed to data that we may have on record. Data kept electronically or in paper form is kept securely and is only accessible by those who have a business need. Information may be shared with the London Borough of Barnet and other government agencies in order for the school to fulfil its legal duties as an educational establishment and Charitable Trust. By completing this form, you are consenting to your data being processed in this way.