



## ADMISSION APPEAL FORM

**Please read these notes before filling in this form**

You should fill in this form if you want to appeal against the decision not to offer your child a place at Rodillian Academy. Please return it within 14 days. We will send you more details about the appeal hearing once we have arranged a date.

We will acknowledge we have received your form within seven working days. If you do not receive an acknowledgement, please ring 01924 872 252 to check we have received it.

Please post your form to: **Appeals Panel Administrator,  
C/O Rodillian Academy, Longthorpe Lane, Lofthouse,  
Wakefield, WF3 3PS.**

**Please mark your envelope 'ADMISSION APPEAL' and include any documents that support your appeal.**

**Please complete this form in CAPITAL LETTERS and BLACK INK.**

### Section 1 – Your Child

First Name	Last Name	Date of Birth	Year Group	<input type="checkbox"/> Boy <input type="checkbox"/> Girl
Your child's address and postcode				
How long has your child lived at this address?				
Years:                      Months:				

### Section 2 – Additional Information

Is your child looked after by the Local Authority?	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	---

### Section 3 – School Information

The school/academy your child currently goes to:

The school/academy your child has been offered a place at:

**Section 4 (optional) – this section is for monitoring purposes only.  
Please tick the ethnic origin of your child.**

<b>White British</b>	<input type="checkbox"/>	<b>White/Black African</b>	<input type="checkbox"/>	<b>Black Caribbean</b>	<input type="checkbox"/>	<b>Chinese</b>	<input type="checkbox"/>
<b>White Irish</b>	<input type="checkbox"/>	<b>White/Black Caribbean</b>	<input type="checkbox"/>	<b>Black African</b>	<input type="checkbox"/>	<b>Other Asian</b>	<input type="checkbox"/>
<b>White European</b>	<input type="checkbox"/>	<b>White/Asian</b>	<input type="checkbox"/>	<b>Bangladeshi</b>	<input type="checkbox"/>	<b>Traveller - Gypsy</b>	<input type="checkbox"/>
<b>White Other</b>	<input type="checkbox"/>		<input type="checkbox"/>	<b>Pakistani</b>	<input type="checkbox"/>	<b>Romas / Romani</b>	<input type="checkbox"/>
				<b>Indian</b>	<input type="checkbox"/>		<input type="checkbox"/>

### Section 5 – Reason for your appeal

**Please provide the reason why you are appealing. If your appeal is based on a change of residence or medical needs, please take into account the following:**

**Change of residence – if your appeal is based on a change of residence please give details. It is advised that documentary evidence of your move such as exchange of contracts, utility bills etc. be provided prior to the Appeal Hearing**

**Please continue on this sheet if necessary**

A large, empty rectangular box with a thin black border, occupying most of the page. It is positioned at the top and left, leaving a significant white space inside, which is typical for a signature or official stamp area in a legal document.

**Section 6 – Declaration**

Name of person completing this form	
Your title: (Mr / Mrs / Miss / Ms)  Your name:	If you will need an interpreter at the appeal hearing, please tell us what language:  Language:
Your address and postcode:	
Telephone: Home: Work: Mobile:	Email:
Your relationship to the child:  Father / Mother / Carer / Other (Please specify): .....	
<p><b>Data Protection Act 1998</b></p> <p><b>Under the Data Protection Act 1998, we must tell you about the following. By signing this form you are giving us permission to use the information you give us to deal with your appeal against the decision not to offer your child a place at Rodillian Academy. We may also use the information you provide for monitoring and research purposes.</b></p> <p><b>Declaration</b></p> <p><b>I give you permission to use the information I have given on this form. I understand you will use it within Rodillian Academy and the local authority and that you will meet your responsibilities under the Data Protection Act 1988.</b></p> <p><b>I declare that all information I have given is correct. In the event of a successful appeal I understand that false/fraudulent information will result in my child losing their place at Rodillian Academy.</b></p> <p><b>I have checked that all those with parental responsibility are in agreement with the information presented on this form.</b></p> <p><b>Signed: ..... Date: .....</b></p>	

**For completion by Rodillian Academy**

Appeal received	Appeal acknowledged	Ref Number	Year Group	Interpreter/Language