



THE HARVEY GRAMMAR SCHOOL

Cheriton Road Folkestone
Kent CT19 5JY

Headteacher: **Mr S Norman, BA (Hons), NPQH**

APPEALS FOR A PLACE IN YEAR 7 SEPTEMBER 2019

If you are not offered a place at our school, you have the right to appeal to an Independent Panel. Please ensure all documentation you are relying on in your appeal is sent to:

The Clerk to the Independent Appeals Panel
c/o The Harvey Grammar School
Cheriton Road
Folkestone
Kent
CT19 5JY

The closing date to submit your appeal is **29th March 2019**. Appeals received after this date cannot be guaranteed to be heard before September 2019.

It is advisable to submit as much information as you can by this date, but you may also submit additional information to the school at least **five school days prior to the date of your individual hearing**. If you are submitting lengthy reports or documentation, it is advisable to include these with your original appeal. Please ensure you include with your documentation, a telephone number and/or an email address at which you can be contacted.

Your appeal hearing will be an individual meeting with the Independent Appeal Panel, where you will have the opportunity to present your case in person, giving reasons why you believe your son should be offered a place at The School. These appeal hearings will take place in the week beginning **Monday 20th May 2019 at a venue in Folkestone to be confirmed**. You will be notified of the time and venue at least 10 school days prior to your individual hearing date.

The outcome of your appeal will be sent to you, from the Clerk to the Independent Appeals Panel via first class post, no later than five school days after all the appeals have been heard.