



## **SIR ROGER MANWOOD'S SCHOOL**

### **ADDITIONAL INFORMATION FOR APPELLANTS**

#### **HOW TO MAKE A CASE TO THE APPEALS PANEL**

The following information may assist you when considering whether to appeal against the decision not to offer your child a place at the School. Please note that the examples given do not constitute an exhaustive list.

PLEASE REMEMBER THAT YOU MAY ONLY APPEAL IF YOU APPLIED FOR A PLACE AT THE SCHOOL FOR YOUR CHILD; THAT IS, YOU NAMED THE SCHOOL ON YOUR COMMON APPLICATION FORM.

#### **IF YOUR CHILD WAS ASSESSED IN THE KENT TEST**

Sir Roger Manwood's School is an academically selective school. If your child did not achieve the cut-off score in the Kent Test, but you plan to appeal, you will have to demonstrate to the Appeal Panel that they are of selective school ability. You will need:-

- Evidence of academic ability, for example, a letter of support from the primary school, a recent school report. The further away from the pass mark, the stronger the evidence needs to be.
- Please note that evidence of primary school responsibilities, non-academic extra-curricular activities, religious observance etc. are not relevant and should not be included as evidence of academic ability.

While the School Admissions Appeals Code does not refer to extenuating circumstances, you may wish to provide evidence which explain why your child was unable to demonstrate their true ability in the Kent Test. Examples of such extenuating circumstances might be:-

- family illness or other crisis;
- very recent arrival in the UK;
- special educational needs;

If you wish to make such a case, you will need to provide the following:

- evidence of the extenuating circumstances; and
- evidence that these circumstances affected your child's performance.

While you may wish to refer to such circumstances if they exist, the main thrust of your case should be that your child needs a place at Sir Roger Manwood's School despite the fact that they are not qualified.

## **REMEMBER!**

- You are not appealing *against* the school you have been allocated.
- You are not appealing for a place at just any Grammar School. You are appealing for a place at *this* school

That being so, you may wish to consider what Sir Roger Manwood's School offers that makes it uniquely suitable for your child and how they would suffer prejudice (harm) if they were unable to come here.

Examples might be:-

- Proximity – your child may have a medical or other condition which means they have to attend a school close to home. Evidence will be required.
- Pastoral care – are you able to show that your child particularly needs the type of pastoral care that Sir Roger Manwood's School offers?
- Medical or social reasons
- Curriculum – is there some aspect of the curriculum, or extra-curricular programme, that Sir Roger Manwood's School offers, that your child particularly needs and is unable to obtain elsewhere?