



Watford Grammar School for Boys
Rickmansworth Road, Watford WD18 7JF Tel: (01923) 208900 Fax: (01923) 208901
www.watfordboys.org

All unsuccessful applicants to the School have the right to appeal.

Secondary Transfer - September 2016 entry

In the grid below you can see historical appeal information for our school.

| | Number of secondary transfer appeals lodged to WBGS | Number of secondary transfer appeals upheld |
|------|---|---|
| 2013 | 30 | 2 |
| 2014 | 45 | 3 |
| 2015 | 21 | 0 |
| 2016 | 23 | 1 |

If you wish to appeal there is an online appeal system which allows parents to attach supporting information electronically when submitting their appeal online. Parents wishing to appeal who applied online should log into their online application and click on the link “register an appeal”. If you made a paper application, please contact the Customer Service Centre 0300 123 4043 to request an appeal pack.

We strongly advise you to read the guidance provided by your Local Education Authority which gives detailed information about the appeals process.

Appeals resulting from secondary transfer applications for admission in September 2017 will be heard according to the following timetable:

| Allocation day | Deadline for appeals to be lodged by | Appeals will be heard between |
|----------------|--------------------------------------|---|
| 1 March 2017 | 4pm on 31 March 2017 | 2 May – 16 June 2017 (excluding 29 May – 2 June) |

Appeals lodged after these dates will be heard within 40 school days of the appeal deadline or 30 school days of being lodged, whichever is the later date.

Appellants will be sent notification of their appeal hearing at least 10 clear school days in advance of the hearing.

Appellants will be sent a copy of the school's case 7 working days in advance of the hearing.

Additional supporting information

If an appellant wishes to submit further evidence, which was not included with their initial appeal, they should ensure this is received at least 7 clear working days, not counting the day of postage or the hearing, in advance of your appeal.

Please remember that any confidential medical/social evidence submitted to the Admission Authority (AA) in support of your application will not be provided to an appeal panel. If you wish to rely on this in support of your appeal you will need to submit this documentation to the appeals team.

Only a short document, such as a doctor's letter not previously available, will be accepted up to 4 clear working days prior to the hearing. **Any additional evidence or information received after this deadline will not be circulated and may not be considered at the hearing.**