Application for Admission to XXX CE School

Name of Child Date of Birth Entry to XXXX year Starting XXX date

Thank you for your application for XXX school for XXX. The Governors have considered your application but as the Publish Admission Number\* of the school has already been reached, to admit a further child would breach the infant class limit[[1]](#endnote-1). Unfortunately therefore the Governors are unable to offer XXX a place at the present time.

If you would like XXX name to be added to the Continued Interest List please write and confirm to the Chair of Governors. You do have the right to lodge an appeal against this decision and should you wish to do so please contact the school for an appeals form and information on the appeals process.

The deadline for lodging your appeal is XXXXX (20 school days from the date of this letter).

I am sorry that it has not proved possible to offer XXXX a place.

\*For all other Key Stage 1 years the wording should read Indicated Admission Number.

1. For infant class size appeals the panel is more limited and when reaching a decision and can only consider if the admission arrangements comply with the requirements of the School Admissions Code and the SSFA 1998; if the place was refused in error and/or; the decision to refuse was unreasonable. You will only be successful if the panel decides that your child was turned down wrongly because the admission arrangements were unlawful or a mistake was made and that your child would have been given a place if a mistake was not made and/or it was unreasonable in the legal sense to refuse application (perverse, beyond the range of responses open to a reasonable decision make or a decision which is so outrageous in its defiance of logic or accepted moral standards that no sensible person who had applied his mind to the question could have arrived at it). [↑](#endnote-ref-1)