

Appendix B

TRANSFER TO JUNIOR SCHOOL – SEPTEMBER 2017

WAITING LISTS

If your child has been **refused** a place at **any school within the Borough of Poole**, your child's name has been added to the waiting list for that school. The waiting list will be held until the end of the current school year (31 August 2017).

New waiting lists will be compiled for September 2017. If you wish your child to continue on the waiting list from September 2017, please send an email during August 2017 to school.admissions@poole.gov.uk or write during August 2017 to:

The Admissions Team,
Children, Young People & Learning,
The Dolphin Centre,
Poole, BH15 1SA.

INDEPENDENT APPEAL PROCEDURES

Ocean Academy Poole

If you wish to appeal to the Independent Appeal Panel, please write to Mrs J Burry at Ocean Academy Poole, Constitution Hill Rd, Poole, BH14 0PZ within 21 days of the date of the notification letter. If you would like advice about the appeal procedure please telephone Mrs Burry on 01202-606888.

All other schools in Poole (Academy, Community and Foundation)

If you wish to appeal against the decision not to offer your child a place, you can request the appeal form and an information leaflet by emailing school.admissions@poole.gov.uk (please include "J17" in the subject field). Alternatively write to the Admissions Team at the address on the top of this notice. Your request should be made by the response date on the reply slip. The appeal forms will be posted after that date.

Schools not within the Borough of Poole

- If your child has been **refused** a place at any school not within the Borough of Poole, you will need to contact the Local Authority where the school is sited for information about how to add your child's name to the waiting list.
- If you wish to appeal against the decision not to offer your child a place, you will need to contact the relevant Local Authority for information on how to obtain an appeal form.

For schools in Bournemouth - 01202 456195 (Chris.Downer@bournemouth.gov.uk)

For schools in Dorset - 01305 221060 (admissions@dorsetcc.gov.uk)