

## **TRANSFER TO JUNIOR SCHOOL – SEPTEMBER 2016**

### **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 2016).

New waiting lists will be compiled for September 2016. If you wish your child to continue on the waiting list from September 2016, please send an email to [school.admissions@poole.gov.uk](mailto:school.admissions@poole.gov.uk) or write during August 2016 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 Sally Lissenden Director of District Development - South Coast District, The Aspirations Academies Trust, Magna Academy Poole, Ashdown Close, Poole. BH17 8RE within 21 days of the date of the notification letter. If you would like advice about the appeal procedure please telephone Mrs Lissenden on 01202 604222.

#### **All other schools in Poole (Academy, Community, Foundation and Voluntary Controlled)**

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](mailto:school.admissions@poole.gov.uk) (please include "J16" in the subject field). Alternatively write to the Admissions Team at the above address. 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](mailto:Chris.Downer@bournemouth.gov.uk))

For schools in Dorset - 01305 221060 ([admissions@dorsetcc.gov.uk](mailto:admissions@dorsetcc.gov.uk))