



Upton Hall School, FCJ

NOTICE OF APPEAL TO THE ADMISSION APPEAL PANEL

(Please use black pen when completing this form)

Name of Pupil: _____

Date of Birth: _____

Name & Address of Parent/Guardian: _____

Post Code: _____

Telephone No: _____ Daytime Telephone No: _____

Pupil's Present School: _____

Pupil's Allocated School from September: _____

- Please concisely set out (hand written or typed) why your daughter should attend Upton Hall School and enclose all documents you wish to present in support of your appeal.
- Please make sure that any documents you do send are legible and sufficiently detailed.

I hereby give notice that I wish to appeal to the Admission Appeals Panel in order to allow my daughter to attend Upton Hall School.

Signed: _____ Parent/Guardian Date: _____ 2026

NOTES:

1. You are encouraged to attend the hearing of your appeal so that the Panel can discuss with you the particular circumstances of your appeal. If you wish to do so, tick box A below. If you decide to attend, you may do so with a representative or friend. If you do not wish to attend, tick box B below and the Appeals Panel will decide your appeal in your absence.

I wish to attend the appeal hearing **A**

I do not wish to attend the appeal hearing **B**

Please confirm whether you intend to call any witnesses or be represented at the hearing.

The hearings will be held virtually from **Monday 1 June to Thursday 4 June 2026 inclusive.**

2. This form, fully completed, must be returned, together with ***all*** documentation in support of your appeal, **no later than Friday 17 April 2026. Failure to do so will result in your appeal hearing taking place at a later date, in accordance with our procedure for late appeals which is outlined on the school website.**

Return to: For the attention of Clerk to the Appeals Panel Appeals@uptonhall.org
or
Clerk to the Appeals Panel, c/o Upton Hall School FCJ, Upton, Wirral, CH49 6LJ