

## APPEAL FORM

### INSTRUCTION TO PARENTS

If you wish to appeal against a decision of the selection committee please complete PART A of this form within 14 days of the date shown on your outcome advice, enclosing evidence if applicable. Forward the completed form to your child's primary school for completion of PART B.

### INSTRUCTION TO PRINCIPALS

Principals should complete PART B and forward the form within 21 days of the date shown on the outcome advice. The form should be addressed to:

**The Manager**  
**Selective High School and**  
**Opportunity Class Placement Unit**  
**Locked Bag 6109**  
**MILPERRA DC NSW 1891**

Note: Where the student is from a non-government school and the school will not process the form, please attach a letter of explanation and forward the form directly to the Unit.

Please see page 4 for details of appeal criteria and procedures.

### STUDENT DETAILS

Student's family name:

Student's given name:

Student's number:

**S10**

Primary school:

**PART A**  
**TO BE COMPLETED BY PARENTS/CAREGIVERS**

Please indicate your grounds for appeal in the relevant section below. It is anticipated that for most applicants, only ONE of the three sections is applicable.

Factors which may have prevented the student from gaining higher test scores.

Factors which may have prevented the student from gaining higher school assessment scores.

Other factors.

Parent's/carer's signature:

Date:

**PART B**  
**TO BE COMPLETED BY THE PRIMARY PRINCIPAL**

Please comment in the relevant section below. It is anticipated that for most applicants, only ONE of the three sections is applicable.

*(If you concur with the parent's/carer's comment and have nothing additional you want to state, you need only write 'Supported')*

Factors which may have prevented the student from gaining higher test scores.

Factors which may have prevented the student from gaining higher school assessment scores.

Other factors.

Principal's signature:

Date:

## APPEAL CRITERIA

All decisions made by the selection committee and appeals panel are based on the criteria for entry as indicated in the application package.

The most important criterion for selective high school placement in Year 7 is academic merit as determined generally by the results of the Selective High School Placement Test, together with the primary school's assessment of performance in English and Mathematics.

## APPEAL PROCEDURE

All appeals must be made on this appeal form. In making an appeal, you need to state the grounds for appeal and provide supporting material, where applicable.

Requests for consideration made on the basis of illness should have been lodged as illness/misadventure claims by **Thursday, 9 April 2009**. **Appeals based on illness will be considered only in exceptional circumstances** and all such appeals must include a medical certificate.

Appeals based on misadventure should clearly show how the situation was unforeseen or unavoidable and how it affected the outcome. Only evidence relating to performance in Year 4 and 5 to **the end of 2008** is acceptable for performance-based appeals. The appeals panel may consult the primary school principal in some cases.