



## Ruislip High School Guidance Document – Admissions Appeals

### Introduction

This selective guidance document and the pages herein are intended to help you understand Ruislip High School's processes and criteria. It is a helpful guide only and not intended as a complete or partial statement of your full lawful rights and / or entitlement(s) or all processes involved and admissions and admission appeals.

**If your child has been unable to gain a place at Ruislip High School**, you have the right to appeal against that decision. Appeals are heard by a special panel called the Admissions Appeals Panel. You should think carefully about whether or not you wish to appeal against this decision. You should keep in mind that:

- An applicant is not entitled to a place at the school simply because they have expressed a preference for it, if the school has reached its admission limit with those who have a better case for admission, under the admissions criteria
- The admissions criteria are those published in the admissions arrangements and are applied strictly as stated
- The admissions criteria were originally agreed with the Secretary of State and may now only be varied with the expressed approval of the Admissions Committee of the Local Governing Body. The Governors have no authority to vary or set aside the published criteria nor to take into account issues that lie outside the scope of the admissions arrangements
- The school has a PAN (Published Admissions Number) of **210** places in each year group
- The limit is not arbitrary. They are calculated through a Department for Education formula which is based on the actual size of teaching rooms and other accommodation/facilities.

To lodge an appeal and upload evidence, please click on the link below:

<http://www.appealsclerks.co.uk/>

**The last day for lodging appeal forms for a place in Year 7 to start in September 2025 is Wednesday 23rd April 2025. Please do not send any Appeals documents to the school directly.**