

Headteacher **Miss Clare Campbell**

Diocese of Westminster
St Joan of Arc Catholic Primary School
Northolme Road Highbury Park London N5 2UX

Tel 020 7226 3920 Fax 020 7704 9220
www.st-joanofarc.islington.sch.uk
www.st-joanofarcpa.org

Dear Parent(s)/Guardian(s),

Re: Appeal Process

Unsuccessful applicants may appeal in writing against a decision refusing entry to the school. Should a formal hearing be sought, forms can be obtained from the school website, www.st-joanofarc.islington.sch.uk, or via the school office, and should be completed and sent to the Admissions Officer at the school:

Barbara van Kan
Admissions Officer
St. Joan of Arc Catholic Primary School
Northolme Road
Highbury Park
London
N5 2UX

The appeal will be heard by an independent appeals panel, who will allow the applicant an opportunity to present the applicant's case in writing or in person. The applicant may be accompanied by a friend or relative.

The form will be forwarded to the Clerk of Appeals Panel, who will contact the applicant in due course with details of date, time and place.

Yours sincerely

Barbara van Kan
Admissions Officer