



MEDWAY

Academic Review and/or Appeal? Considerations and Preparation notes

Academic Review

This review will take place roughly a week after results day. We only advise that you apply for an academic review if you qualify all of the following points:

- Your primary school wholeheartedly support your case (contact the school immediately to find out)
- Your child was only 1-5 marks away from the pass
- Your child's school work demonstrates consistently good academic skills in problem solving, creative writing and science.

If you cannot satisfy all these points but have serious mitigating circumstances (such as medical notes or social circumstances), you should opt for the appeal route.

Appeal

When you receive the scores:

- If you are 1- 30 marks away, depending on circumstances, you may want to start preparing for an appeal.
- You cannot file the appeal however, until you receive your acceptance letter in March. In the meantime, tell your current school that you are planning to make an appeal, so that they can prepare (see points c, d, e and f).
- You will receive a letter on the 1st March telling you which school you have been assigned. If you have not been assigned a grammar school, or the grammar school of your choice, you can use the appeal section of the letter to make an appeal.

When you receive the acceptance letter:

- Accept the place you have been given (whether it is your desired choice or not) so that you have a concrete plan B while you file the appeal. This will not affect your chances.
- Your appeal will consist of:



- a. A letter from parents (I can help you draft or finalise this, free of charge if you have been attending our course.)
 - b. Any legal documents which evidence mitigating circumstances: court letters, social worker letters, doctor letters etc.
 - c. A letter of support from your current headteacher.
 - d. A letter of support from your form tutor.
 - e. An example piece of creative writing (marked) from class book and signed by the teacher.
 - f. An example piece of problem-solving maths (marked) from class book and signed by the teacher. Other certifications such as: 100% attendance.
 - g. Extracurricular activities which demonstrate certain qualities for example: a letter from a Karate instructor, or a certificate in passing a high music grade.
 - h. You may mention other family members who attend the school as this would be a reason why you choose the school in terms of locality and convenience. (This is especially worth mentioning, if a sibling is already demonstrating a great work ethic and achieving well within the school.)
 - i. Remember, the focus is about why your child would be suitable for the school and why the school would be suitable for your child. How desperately the parents want the place, is not taken into consideration!
- You can appeal to more than one school at a time. This will not affect your chances.
 - Get all your paperwork in order and make 4/5 copies so that everything can run smoothly on appeal day.
 - Wait to hear when your appointment is (to meet the panel and make your appeal). The panel will consist of a mixture of people from the council, the school and other heads of education. They will be friendly and approachable, so please don't feel too daunted!

For further advice, please visit the admissions and appeals pages on the Medway Council website and also read through the admissions pages of all the schools you wish to appeal for.

Do make use of the free consultations available to RTC students. These generally take place after results day and after acceptance day. We are more than happy to check your review and/or appeal file before you submit it.