

Please contact: School Services (Admissions)

Your ref:

Our ref: PID 20817

Date: 17 July 2017

[REDACTED]
[REDACTED]
Chatham
[REDACTED]

Medway

COUNCIL

Serving You

**Children & Adults Directorate
School Services (Admissions)**

Gun Wharf

Dock Road

Chatham

Kent ME4 4TR

Telephone: 01634 306000

Direct line: 01634 331110

E-mail: admissions@medway.gov.uk

Director: Ian Sutherland

Dear [REDACTED]

Admission to Secondary School in 2017

Allocation of a school place following a waiting list request.

Pupil Name: [REDACTED]

Offer

Following your recent waiting list request for [REDACTED] to be considered for the reallocation of any places that may become vacant, I am pleased to inform you that a place has become available.

[REDACTED] has been offered a place at **Holcombe Grammar School**. The school will contact you shortly with further details.

Please note the following:

1. Any school place that was previously offered has now automatically been withdrawn (as per the published process).
2. Both the school now offered and the school originally offered have been informed by **Student Services-Admissions** of this new allocation.
3. [REDACTED] has now been withdrawn from any waiting lists for schools that were named as a lower preference on your waiting list request.
4. If you do not wish [REDACTED] to remain on any other waiting lists for schools named as a higher preference, please let us know in writing.

Please note your child will be on roll of Holcombe Grammar School but the school have informed us that they will be based at The Victory Academy site. Please correspond direct with the school that you accept this arrangement and if you have any further enquiries.

Please find information on the next stages of the process and various forms for you to complete on our website at www.medway.gov.uk/admissions. These next stages are:

- Acceptance/Refusal of the school place now offered
- School admission appeals

Please be aware that the deadline for completion and return of the forms for the next stages is **within 20 school days of the date of this letter.**

[REDACTED]

[REDACTED]

School admission appeals

You have the right of appeal to any school/academy that you named on your application, which has not offered your child a place. This includes schools/academies named as a lower preference and grammar schools/academies where your child has not been assessed as selective.

If you have any questions or wish to discuss any issues please contact Student Services-Admissions on 01634 331110 or admissions@medway.gov.uk.

Yours sincerely



Simon Harrington
Programme Lead – School Services