



Watford Grammar School for Boys  
Rickmansworth Road, Watford WD18 7JF Tel: (01923) 208900 Fax: (01923) 208901  
[www.watfordboys.org](http://www.watfordboys.org)

All unsuccessful applicants to the School have the right to appeal.

### Secondary Transfer

In the grid below you can see historical appeals information for our school.

	Number of secondary transfer appeals lodged to WBGS	Number of secondary transfer appeals upheld
2014	45	3
2015	21	0
2016	23	1
2017	15	3
2018	24	3

### Secondary Transfer Admission Appeals (Year 7)

Parents wishing to appeal who applied through Hertfordshire's online system should log in to their online application and click on the link "register an appeal". Out of county residents and paper applicants should call the Customer Service Centre on 0300 123 4043 to request their registration details, log into [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals) and click on the link "log into the appeals system".

### Late Transfer Admissions (Years 8 to 11)

We will write to you with the outcome of your application and, if you have been unsuccessful, the county council will write to you with registration details to enable you to login and appeal online at [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals).

We strongly advise you to read the guidance provided by your Local Education Authority which gives detailed information about the appeals process.

Secondary Transfer Admission Appeals for admission in September 2019 will be heard according to the following timetable:

Allocation day	Deadline for appeals to be lodged by	Appeals will be heard between
1 March 2019	4pm on 29 March 2019	3 May – 21 June 2018 (excluding 27 May – 31 May)

Appeals lodged after these dates will be heard within 40 school days of the appeal deadline or 30 school days of being lodged, whichever is the later date.

Appellants will be sent notification of their appeal hearing at least 10 clear school days in advance of the hearing.

Appellants will be sent a copy of the school's case 7 working days in advance of the hearing.

### Additional supporting information

If an appellant wishes to submit further evidence, which was not included with their initial appeal, they should ensure this is received at least 7 clear working days, not counting the day of postage or the hearing, in advance of your appeal.

Please remember that any confidential medical/social evidence submitted to the Admission Authority in support of your application will not be provided to the appeal panel. If you wish to rely on this in support of your appeal you will need to submit this documentation to the appeals team. Only a short document, such as a doctor's letter not previously available, will be accepted up to 4 clear working days prior to the hearing. Any additional evidence or information received after this deadline will not be circulated and may not be considered at the hearing.