



# Plymouth High School for Girls

*"For life, not school, we learn"*

14 September 2023

Dear Parents and Carers

Plymouth City Council have written to us asking that we send you a letter to see if you would like to join their team of panel members for school appeals.

Please see below:

*Due to increasing demand and volume, we are looking for volunteers to join our independent panel to hear appeals for school places for both Primary and Secondary school children. Our current panel are struggling to keep up with demand so we are seeking to recruit a number of additional panel members for the upcoming season.*

*School appeals take place when a parent or guardian wishes to appeal against the refusal of a school place for their child.*

*The panel meet and hear cases presented by the parents and the admissions authority/school. They decide whether to grant the child access to the school in question.*

*If you have an existing connection to a specific school, you will not be able to sit on appeal hearings for that school, but may sit on others.*

*You don't need any specific qualifications. We are looking for applicants from any background and with a wide range of knowledge and experience.*

*Full training is provided to new panel and you will have the opportunity to shadow before sitting on a panel for the first time.*

*Appeals take place during term time, Mon-Fri (usually between 10-4) and are heard in-person at the Council House.*

*This is an unpaid, voluntary role; however, lunch, refreshments and free parking are available for panel members, as well as reimbursement for travel expenses.*

Headteacher: Mr Simon Underdown  
St Lawrence Road, Plymouth PL4 6HT  
Tel: 033 33 602230 Website: [www.phsg.org](http://www.phsg.org)  
Email: [office@plymouthhighschoolforgirls.org.uk](mailto:office@plymouthhighschoolforgirls.org.uk)



All info and our application form can be found on the webpage here: [School Appeals Panel Members | PLYMOUTH.GOV.UK](https://www.plymouth.gov.uk/schoolappealspanel)

Best wishes,



**Simon Underdown.**  
**Headteacher.**

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*All info and our application form can be found on the webpage here : [School Appeals Panel Members | PLYMOUTH.GOV.UK](#)*

If you have any questions please do not hesitate to contact me.

Kind regards and thank you in advance

