



APPEAL FORM

PART 1: PARENT/GUARDIAN			
<p>I,, parent/guardian of in Grade at (name of school) wish to appeal against the promotion/progression decision made about my son/daughter for the following reason(s):</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>			
Contact details of parent/guardian	Postal address:		
	Cell no.:	
	Home tel. no.:	
	Work tel. no.:	
	Fax no.:	
	Email:	
Signature:	Date: / / 20.....

PART 2: PRINCIPAL			
<p>I,, principal of have established an investigating team for the above appeal and have used the teachers' files, evidence of learning, learner profiles and evidence of interventions based on the Screening, Identification, Assessment and Support (SIAS) process. The minutes of the process that was followed by the investigating team are filed and available to district investigating officials. Based on the investigation: (Please tick (✓) in the appropriate box.)</p>			
	<input type="checkbox"/> The appeal is upheld, i.e., the learner will be allowed to progress or be promoted to the next grade.		
	<input type="checkbox"/> The appeal is overruled i.e. the learner will not be allowed to progress or be promoted to the next grade.		
Reason(s):	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>		
Signature:	Date: / / 20.....

PART 3: PARENT/GUARDIAN

I,, parent/guardian of have received the outcome of the appeal at school level.
 I hereby:
 (Please tick (✓) in the appropriate box.)

	ACCEPT the decision of the school.
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	DO NOT ACCEPT the decision of the school and would like to appeal to the District Director .
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Reason(s):
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Signature:	Date: / / 20.....
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PART 4: ASSESSMENT AND EXAMINATION COORDINATOR

I,, Assessment and Examination Coordinator of the Education District, have established an investigating team for the above appeal.
 Based on the investigation:
 (Please tick (✓) in the appropriate box.)

	The appeal is upheld, i.e., the learner will be allowed to progress or be promoted to the next grade.
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	The appeal is overruled i.e., the learner will not be allowed to progress or be promoted to the next grade.
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Reason(s):
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Signature:	Date: / / 20.....
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PART 5: DISTRICT DIRECTOR

I,, Director of the Education District,
have investigated the above appeal and have decided that:
(Please tick (✓) in the appropriate box.)

	The appeal is upheld, i.e., the learner will be allowed to progress or be promoted to the next grade.
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	The appeal is overruled i.e., the learner will not be allowed to progress or be promoted to the next grade.
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Reason(s):
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THIS DECISION IS FINAL.

Signature:	Date: / / 20.....
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