



21 October 2019

Dear Parent/ Carer

### **Education Appeal Committee Panel – Parent Representative**

Midlothian Council has an Education Appeal Committee which was established in terms of the Education (Scotland) Act 1980 and gives parents the right to appeal against decisions of the Education Authority to:

- a) Refuse a school placing request (Placing Appeals); and
- b) Exclude a pupil from school (Exclusion Appeals)

The Committee comes under the auspices of the Scottish Committee of the Council on Tribunals and is an independent Committee. Membership of the Committee is made up of five persons, three of these people are Elected Members of Council or Religious Representatives of Cabinet and the remaining two places are for people who meet the statutory criteria of being either parents of children of school age, or persons, who in the opinion of the Authority, have experience in education, or are familiar with educational matters.

I am currently seeking to increase the group of parent representatives who would be available to sit on the Education Appeals Committee from Parent Councils and as result I am writing to you as a Parent Council member. Parent members of the Education Appeals Committee play an important role in ensuring that the Education Appeals Committee is representative of parents of children of school age.

Training, advice, guidance and support is provided to all members of the Education Appeals Committee and the Induction training takes about 2 hours to complete at a time and place that is convenient for the parent member.

If you wish to be considered for the Induction training programme and potential addition to the list of parent members of the Education Appeals Committee then please register your interest using the form at the bottom of this letter. Contact will then be made with each applicant to arrange a mutually convenient time for the Induction training and onward consideration of their interest in joining the Education Appeals Committee Panel.

If you require further information on the Education Appeals Committee or would like to make an informal enquiry please do not hesitate to contact me.

Yours sincerely,



Gordon Aitken,  
Clerk to the Education Appeals Committee  
Tel: 0131 271 3159  
Email: [gordon.aitken@midlothian.gov.uk](mailto:gordon.aitken@midlothian.gov.uk)

**Parent Member of the Education Appeals Committee**

*Please register your interest by completing the details requested below and return the form to:*

Gordon Aitken  
Clerk to the Education Appeals Committee  
Democratic Services Team  
Midlothian Council  
Midlothian House  
Dalkeith,  
EH22 1DN

**Name:** .....

**Address:** .....

.....

**Telephone No:** .....

**Email Address:** .....

**Name of Parent Council:** .....

**Date Returned:** .....