

**Tribiwnlys
Addysg Cymru**



**Education Tribunal
for Wales**

Case withdrawal form

Please write clearly in **BLACK** ink.

If you need help to fill in the form, contact our helpline on **0300 025 9800**.

This document is also available in Welsh. Please contact the Tribunal for a Welsh version of this document.

ETW welcomes receiving correspondence in Welsh or English. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding. The Tribunal also welcomes phone calls in Welsh or English. You may submit forms, documents, and make written representations to ETW in Welsh or English.

Section 1 – Case details

Case reference number:	
Child or young person's name:	
Name of local authority, FEI, or responsible body:	

Section 2 – Notice of withdrawal

I want to withdraw my appeal/claim to the Education Tribunal for Wales

I understand that the Tribunal will not take any further action on this appeal/claim

The notice of withdrawal must be signed by the person making the appeal or claim.

You must use an electronic signature if not signed by hand. If submitting by email, please add an electronic signature, or print and sign the form before you scan and send.

Signed:

Name

(IN CAPITALS):

Date:

For monitoring purposes, it would be helpful to know why you want to withdraw your appeal/claim. Please tick the appropriate box.

The local authority, responsible body, or further education institute have agreed with my appeal/claim

I have reached agreement with the local authority, responsible body, or further education institute

I have not been able to find another school (appeal only)

I have changed my mind

Another reason:

(please explain what this is)

Sending us the withdrawal form

Once you have filled in the form, please make sure that you have made a copy and that you have signed it.

Please send the form to us at:

educationtribunal@gov.wales

OR

**Welsh Tribunals Unit
PO Box 100
Llandrindod Wells
LD1 9BW**

Please call us on 0300 025 9800 if you need any assistance.