

APPEALS

Parents whose applications for places are unsuccessful may appeal to an Independent Appeal Panel set up in accordance with Sections 88 and 94 of the School Standards and Framework Act 1998. Appeals must be made in writing and must set out the reasons on which the appeal is made. Appeals should be sent to the Admissions Officer at the school address. Appellants have the right to make oral representations to the Appeal Panel.

Admissions Appeals Timetable

In year or immediate entry appeals

Appeals resulting from in year admission applications will be heard within 30 school days of the appeal being lodged.

September 2017 entry into Reception

Appeals resulting from year of entry or transfer applications in September 2017 will be heard within 40 school days of the appeal being lodged in accordance with the following timetable:

Offer made by the 18 April 2017

Appeals lodged by the 19 May 2017

Appeals to be heard by the 21 July 2017

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

Appellants will be sent notification of their appeal hearing together with a copy of the School's case 10 clear school days in advance of the hearing.

If an appellant wishes to submit further evidence which was not included with their initial appeal, they must make sure that it is received by the Independent Appeals Panel at least 5 clear school days prior to the hearing date.

In-Year Applications

For applications for in-year admissions, appeals must be heard within 30 school days of the appeal being lodged.

Waiting List

Parents of children who have not been offered a place at the school for in-year admissions may ask for their child's name to be placed on a waiting list. For September 2017 entry to the Reception Class the child's name will automatically be placed on the waiting list which will be held until 31st December 2017. The criteria listed in the School's Admissions Policy will be used to rank children on the waiting list. Placing a child's name on the waiting list does not prevent parents from exercising their right to appeal against the decision not to offer a place.

Late applications

Any late applications will be considered by the Governors' Admissions Committee.