

SCHOOL ADMISSION APPEAL TIMETABLE 2018/19

Secondary Appeals for normal round of admissions	
Date of allocation of places	1 st March 2018
Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)	29 th March 2018
Appeals will be heard on	24 th and 25 th May 2018
Notice of appeal hearing	At least 10 school days notice of the appeal hearing
Deadline for governing body to submit evidence for the appeal	At least 10 school days before the appeal hearing
Deadline for sending appeal papers to all parties	No later than 10 school days before the appeal hearing
Deadline for appellant to submit additional evidence	Five school days before the appeal hearing. Information or evidence not submitted by the deadline might not be considered at the appeal
Late applications for appeals will be heard by	At the same time as previously scheduled appeals or within 30 school days of appeal being lodged
Decision letters sent to appellant	Normally within five school days

Appeals for Sixth Form – appeals may be made by the student and/or the parent/carers	
Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)	20 school days to appeal From the date of notification that the application was unsuccessful after interview or after application deadline By March of the academic year
Where the offer of a place would have been conditional upon exam results - Appeals will be heard	Within 5 school days of confirmation of those results By the end of the first week in September of each academic year
Where the offer of a place would not have been conditional upon exam results - Appeals will be heard	Within 40 school days of deadline for appeals By end of June of the academic year
Notice of appeal hearing	By May half term of the academic year
Deadline for governing body to submit evidence for the appeal	By end of first week after May half term of the academic year
Deadline for sending appeal papers to all parties	No later than 10 school days before the appeal hearing
Deadline for appellant to submit additional evidence	5 school days before the appeal hearing. Information or evidence not submitted by the deadline might not be considered at the appeal
Late applications for appeals will be heard by	At the same time as previously scheduled appeals or within 30 school days of appeal being lodged
Decision letters sent to appellant	Within 5 days of the appeal being heard

Appeals for in-year admissions	
Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)	At least 20 school days from the date of notification that the application was unsuccessful
Appeals will be heard	Within 30 school days of deadline for appeals
Notice of appeal hearing	At least 10 school days notice
Deadline for governing body to submit evidence for the appeal	At least 10 school days before the appeal hearing]
Deadline for sending appeal papers to all parties	No later than 10 school days before the appeal hearing
Deadline for appellant to submit additional evidence	Five school days before the appeal hearing. Information or evidence not submitted by the deadline might not be considered at the appeal
Late applications for appeals will be heard	At the same time as previously scheduled appeals or within 30 school days of appeal being lodged
Decision letters sent to appellant	Normally within five school days