

Bemerton St John Primary School Admissions Appeals Timetable 2018-19

Action	Deadline
Local Authority to publish appeals timetable to include:	
a) For a parent to submit an Appeal	At least 20 school days from the parent receiving notice of the refusal of a place at a school (Deadline: Monday 14 th May 2018)
b) Notice of the Appeal Hearing	At least 10 school days before the heading
c) Appellants (usually the parent) to submit evidence	At least 7 school days before the Appeal hearing.
d) Admission Authority (the school) to submit their evidence.	
e) The Clerk (the person organised the Appeal) papers to parents, the panel and the school.	
f) Additional evidence from the Appellants. (Sometimes the Appellants wish to provide additional information after seeing all the papers)	5 school days before the Appeal hearing.
g) Decision letters sent to the Appellants. (The letter that informs the Appellant if their Appeal has been Upheld or Refused)	Within 5 school days of the hearing (wherever possible)
h) For applications made in the normal Admissions Round Appeals must be heard.	Within 40 school days of the deadline for lodging appeals
i) For In Year and Late Applications (those that came in after the deadline and have not been decided by the offer date) Appeals must be heard	Within 30 school days of the Appeal being lodged