



# Christ Church

## Church of England Primary School

*Being Thankful, Celebration, Fairness, Forgiveness, Honesty, Love for All*

The following table sets out the timelines within which appeals must be heard. Appeals resulting from in-year admission applications or immediate entry will be heard within **30 school days** of the appeal being lodged. Appeals resulting from year of entry or transfer applications for admission in September 2016 will be heard according to the following timetable: **Primary School outcome date 18 April 2017**

ACTION	DEADLINE
Last date for lodging Appeal Forms	<b>Thursday 18th May 2017</b>
Appeal hearing dates and time	<p><b>All appeals will be held by June/ July 2017.</b></p> <p><b>NB Appeals will not start being heard until after the closing date has passed.</b></p>
<p>Appellants will be sent notification of their appeal hearing at least ;</p> <p><b>Evidence and papers for the hearing</b></p> <p>Date by which the Clerk sends appeal papers including the school's case to the parents, the panel and the admission authority</p>	<p><b>Statutory 10 clear school days' in advance of the hearing.</b></p> <p><b>7 clear working days in advance of the appeal hearing.</b></p>
<p><b>Additional evidence from the appellants</b></p> <p>If an appellant wishes to submit further evidence which was not included with their initial appeal, they must make sure that it is received no later than:</p> <p><b>Any additional evidence or information received after this date might not be considered at the appeal hearing.</b> The Appeal Panel must decide whether it should be considered taking into account its significance and the effect of a possible need to adjourn the hearing.</p>	<p><b>To be RECEIVED by 5.00pm on the day preceding three (3) clear working days prior to the appeal hearing.</b></p>
<p><b>Decision</b></p> <p>Decision letters sent to the Appellants. (The letter that informs the appellant if their appeal has been upheld or refused.)</p>	<p><b>5 school days after the last appeal hearing (whenever possible)</b></p>

**Appeals lodged after these dates will be heard within 40 school days of the appeal deadline or 30 school days of being lodged, whichever is the later date.**