

Longhorsley St Helen's Church of England First School

Appeals Timetable

(in accordance with the School Admissions Appeal Code 2012)

Deadline for Lodging 'On - Time' Appeals: 17th May 2013.

Appeal forms must be received between Wednesday 17th April 2013 and Friday 17th May 2013.

Appeal forms received will be heard between 3rd June and 19th July 2013.

Appeal forms received between 17th April 2013 and 17th May 2013 will, where possible, be scheduled to take place as part of the block multiple appeals for the school. Where this is not possible (i.e. the block multiple appeals for the school have been heard or the statutory timescales cannot be met), the appeal will be heard as an ad hoc appeal on a date before the start of the autumn school term.

Any appeal form received after 28th June 2013 will not be heard until the autumn term starts, unless there is sufficient notice and capacity to add the appeal to an existing ad hoc appeal hearing day before the autumn term.

Appellants will receive at least 10 school days notice of their appeal hearing date.

Appellants must submit their additional evidence and the admission authority to submit their evidence at least 10 school days prior to the hearing date.

Wherever possible decision letters will be sent to appellants within 5 school days of the hearing, or, where multiple appeals for a school are heard on more than one day, within 5 school days of the last hearing day for that school.