

# Abbey Grange Church of England Academy



## Admission Appeals 2018

Where the Governors are unable to offer a place because the Academy is oversubscribed, parents have the right to appeal to an independent admission appeal panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002.

Parents, who intend to make an appeal against the Governing Body's decision to refuse admission, for Year 7 or any other year group, must complete an appeal form.

### Appeal forms may be obtained from:

The Clerk to the Independent Appeal Panel  
C/o Church House  
1 South Parade  
Wakefield, WF1 1LP

Telephone: 07814 605108  
E-mail: [vaappeals@googlemail.com](mailto:vaappeals@googlemail.com)

### Transfer to Secondary School (Year 7 – 2018/19)

|   |                             |
|---|-----------------------------|
| Allocation e-mail or letter sent to parents   | 1 <sup>st</sup> March 2018  |
| Deadline for submitting appeals   | 28 <sup>th</sup> March 2018 |
| Appeals received by 28 <sup>th</sup> March (deadline date) will be held within <b>40 school days</b> of that date |                             |

Appeals submitted after the above deadline will be heard within 40 school days from the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged. However this may not be before the end of the academic year (i.e. 25th July 2018). Appeals are not held during the school holidays.

Appeals against a decision for transfers in any other year group will be heard within 30 school days of the appeal being lodged.

School days are term time only and do not include school holidays. If an appeal is submitted during school holidays the school days deadline will not start until the beginning of the next term e.g. an appeal received in July after schools have closed will not be heard until the new academic term, 'school days' will start from the beginning of the new term in September.

The Clerk to the Independent Appeal Panel will give information about how to make the appeal. Completed appeals should be returned to the Clerk to the Independent Appeal Panel by Wednesday 28<sup>th</sup> March 2018. Appeal requests will be acknowledged within seven calendar days of receipt.

The date, time and venue for the appeal hearing will be sent to parents/carers, by the Clerk to the Independent Appeal Panel, at least ten school days prior to the appeal hearing.

Please ensure a supplementary information form is completed before an appeal application is made.

### Supplementary Information Forms are available from:

[www.abbeygrangeacademy.co.uk](http://www.abbeygrangeacademy.co.uk) and Abbey Grange reception.

**Please note:** this right of appeal against the governors' decision does not prevent you from making an appeal in respect of any other school