



Walkwood

Church of England  Middle School

Application for an Independent Admission Appeal Hearing

Appeals must be received within fourteen days of receipt of notification that a place has not been offered.

The Independent Appeal Panel's procedures are in accordance with the Schools Standards and Framework Act 1998, as amended by the Education Act 2002 and the Schools Appeals Code of Practice. Parents/Carers may attend the hearing of their appeal and make their case to the panel.

SECTION 1: Name of appellant					
Title:		Surname:		First Names:	
Home Address:					
			Postcode:		
Home Tel No:		Mobile Tel No:			
Email:					

SECTION 2: Name of child					
Surname:		First Name:		Gender	Male/Female
Home Address – if different from above:					
			Postcode:		
Date of Birth:					
Name of Present School:					
Name of Allocated School:					

SECTION 3: Reasons for the appeal

Please give as much information as possible to support your appeal. (You should do this whether you are planning to attend the appeal hearing or not.) Please attach additional sheets/information to the form as necessary, and the box below will expand onto a new page should you be filling in electronically.

SECTION 4: Arrangements for the appeal

Do you have any difficulties that may require special arrangements?

Physical

Yes No

If YES, please detail:

Language

Yes No

If YES, please detail:

Hearing

Yes No

If YES, please detail:

Are you planning to attend the appeal hearing?

Yes No

(If you do not attend the appeal hearing the panel will make a decision on the written information)

Do you intend to be accompanied by a friend or advisor to assist in the presentation of your case ?

Yes No

If YES, please detail:

I understand that the information I have provided on this form is true to the best of my knowledge and understand that any false or deliberately misleading information on this form and/or supporting papers may affect the outcome of my appeal.

SIGNATURE:

DATE:

This completed form should be sent to:

Walkwood Church of England Middle School



Feckenham Road
Redditch
Worcestershire
B97 5AQ

office@walkwoodms.worcs.sch.uk

Please clearly mark the envelope with 'APPEALS' in the left hand corner,
or mark 'APPEALS' in the subject line of an email.

Thank you.

Date Received by the School's Representatives



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Admission Appeal Timetable 2019

Appeals for normal round of admissions	
Date of allocation of places	16 April 2019
Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)	30 April 2019
Appeals will be heard by	19 July 2019
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 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