

## School Admission Appeals Code dated 1 February 2012

The Code states that Admission Authorities **must** set a timetable for organising and hearing appeals, and this timetable **must** be published on their website by 28 February each year. I give below a suggested timetable for you to publish on your school website by 28 February 2018.

### Timetable for appeals for admission to Year 7 in September 2018

1 March 2018	Parents and carers will be notified of their child's allocated school.
March 2018	Parents and carers should notify the school of their intention to appeal, and request a Notice of Appeal form. The completed Notice of Appeal form should be submitted to the Clerk to the Independent Admission Appeals Panel, Caldew School, Carlisle Road, Dalston, Carlisle CA5 7NN
30 March 2018	Deadline for lodging appeals with the school.
14 May 2018	Deadline for the Admission Authority to provide the Clerk with a statement giving reasons for the decision to refuse admission.
14 May 2018	Deadline for appellants to submit further evidence not included with initial appeal.
4 June 2018	Private individual appeal hearings.
11 June 2018	Appellants to receive notification of the Panel's decision.