

## **Appeals Timetable**

### **OAK ACADEMY**

#### **Secondary School age places – Year 7 – September 2021**

Offer letters posted to parents/carers on National Offer Day by Local Authority	1 March 2021
Deadline for acceptance of offer By parent/carer	15 March 2021
Deadline for lodging an on-time admission appeal	1 April 2021
Appeal Hearing Dates	Between 4 May and 30 June 2021

#### **GENERAL**

- Due to the current Coronavirus Pandemic, in line with legislation, all appeals lodged before 30 September 2021 are being heard based on written information only.
- Appeals lodged after these dates will be heard as soon as reasonably practicable.
- You will receive at least 14 calendar days' notice of your appeal hearing date.
- Appeals are normally heard during the daytime on weekdays and are not normally heard during school holidays unless essential to avoid un-necessary delays.
- Where there are a number of parents all appealing for places at the same school, the hearings may go over a number of days.
- The school's case will be dispatched to parents and Panel members at least 7 calendar days before the start of the appeal hearing.
- The Panel will set a deadline for any additional evidence to be received.
- Following the hearing, decision letters will be sent, where possible, within 7 calendar days of the end of the hearing. During busy periods, such as main entry, full decision letters may take longer than this, so the Clerk will send a brief decision summary letter in the interim.
- Appeal hearings for in-year places will be heard as soon as reasonably practicable, based on written information only.