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| BNA  Bishop Challoner Catholic College | Policy  BC\_002a | **FGB Next Review** | March 2021 |
| **FGB Review Period** | 1 Year |
| **FGB Ratification** | Feb 2019 |
| **Committee Reviewed** | FGB March 2020 |
| **Website Published** | Jan 2020 |
| **Current Status** | Completed |
| **Staff Owner** | L. O’Brien |
| **Government/DfE Requirement** | Compulsory |
| Admissions Appeal Timetable Policy 2020 | | | |

**SCHOOL ADMISSION APPEAL TIMETABLE 2020**

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| **Appeals for normal round of admissions** | |
| **Date of allocation of places** | 01/03/2020 |
| **Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)** | 01/04/2020 |
| **Appeals will be heard by** | Friday 8th May 2020 |
| **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 notice of 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 |

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| **Appeals for Sixth Form** – appeals may be made by the student and/or the parent/carer | |
| **Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)** | 20 school days from the date of notification that the application was unsuccessful |
| **Where the offer of a place would have been conditional upon exam results - Appeals will be heard** | Within 30 school days of confirmation of those results |
| **Where the offer of a place would not have been conditional upon exam results - Appeals will be heard** | Within 40 school days of deadline for appeals following the 20 days as in Row 1 |
| **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 |

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| **Appeals for in-year admissions** | |
| **Deadline for lodging appeals and providing evidence to support the appeal (if appropriate)** | Twenty 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 |