

## **Admission appeals for Parlaunt Park Primary Academy**

Appeals can be submitted where a child has not been admitted due to oversubscription. Before you can appeal you must have received a formal email or letter with the decision refusing your child a place. This will be for entry to reception in September or could be for 'In Year' admission.

Appeals should be lodged within 20 school days of receiving the written refusal. Any appeals submitted after this date may not be heard with 'on time' appeals.

Please ensure you **read the information below before submitting an appeal form**. There are some specific legal restrictions in terms of infant class size appeals that you should be aware of.

### **Infant class size appeals**

For infant classes, sometimes referred to as Key Stage One (**reception, year 1 and year 2**), the class size is limited by law to 30 children. Where your application has been refused because of this, the chances of being successful with an appeal are very limited.

An appeal panel can only allow (uphold) an infant class size appeal if:

- it finds that admitting an extra child would not breach the infant class size limit; or
- it finds that the admission arrangements did not comply with admissions law or were not correctly and impartially applied and the child would have been offered a place if the arrangements had complied or had been correctly and impartially applied;
- or it decides that the decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of the case.

The threshold for a panel to decide a refusal was unreasonable is high. It needs to be satisfied the decision by the admission authority was 'perverse' or 'outrageous'.

If you wish to make an appeal then please download the appeal form below or contact the Clerk to the Independent Appeal Panel on 07941 805714.

## **Appeal Deadlines**

[Appeals for children starting school in September 2017](#)

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National allocation Day

(when detail of place allocated is notified)

Tuesday 18 April 2017

\*Deadline for receipt of appeal form Tuesday 16 May 2017

\*Appeals will be accepted after this date but may not be heard with 'on time' appeals.

Appeals submitted by 16 May 2017 will be heard within 40 school days

### **Next steps after submitting an appeal**

You will receive an acknowledgement email confirming that your appeal has been received. Appeals will be heard within 40 school days (for September reception appeals) or 30 school days for 'In Year' appeals.

Prior to the hearing, you will be sent papers giving the date and venue of the hearing and explaining the reason(s) for refusal of a place.

### **The Appeal Hearing**

You are strongly encouraged to attend the hearing, to put your case for wanting your child to be admitted to the school, although this is not compulsory. If you don't attend the hearing, your child's case will be decided solely on the written grounds of appeal that you set out in your Appeal Form. It is important that you set out your case as fully and clearly as possible.

If you state that you will attend the hearing but don't, the panel will hear the case in your absence, based on the written grounds of your appeal.

### **The Panel's decision**

The Clerk to the Panel will send you and the admission authority the Panel's decision within 5 school days. You will receive this by letter.

The decision reached by the Panel is legally binding on all parties.

A panel's decision can only be overturned by a court.

### **Further information**

Clerk to the Independent Appeals Panel  
T 07941 805714