

School Admission Appeals Code dated 1 October 2022

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 2025.

Timetable for appeals for admission to Year 7 in September 2025

3 rd March 2025	Parents and carers will be notified of their child's allocated school.
March 2025	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, Keswick School, Vicarage Hill, Keswick CA12 5QB
28 th March 2025	Deadline for lodging appeals with the school.
4 th April 2025	Deadline for the Admission Authority to provide the Clerk with a statement giving reasons for the decision to refuse admission.
2 nd April 2025	Deadline for appellants to submit further evidence not included with initial appeal.
24 th April 2025	Appeal hearings.
1 st May 2025	Appellants to receive notification of the Panel's decision.