



JOHN PORT SPENCER ACADEMY

ADMISSION APPEAL HEARINGS FOR ADMISSIONS 2019-20

Parents unable to obtain a place at the school of their choice have the right to appeal against the decision to an appeal panel, who are independent of the school and the Local Authority. Parents wishing to appeal must set out their grounds for appeal in writing either online at www.derbyshire.gov.uk/admissions or by calling 01629 533190. The closing date for appeals for decisions notified on 1st March 2019 will be Thursday 11th April 2019. Appeals received by 11th April 2019 will be heard by the end of June 2019.

Appellants will receive at least ten school days notice of the appeal hearing, unless the appellant agrees to waive their ten school days notice to have the appeal heard sooner.

The Clerk for Admissions will send the school case to appellants at least five school days prior to the date of the hearing (unless the ten school days notice has been waived).

The deadline for appellants wishing to submit additional evidence is three clear school days prior to the date of the hearing.

The Appeals Clerk will ensure that decision letters are sent within five school days of the hearing (wherever possible).

In-Year Admissions

For applications for in-year admissions appeals will be heard within **30 school days** of the appeal being lodged.

Sixth Form Admissions

Where the offer of a place would have been conditional upon exam results, appeals should be lodged with the school **within 14 days** of receiving results and appeals will be heard within **30 school days** of confirmation of those results.