

# Admission Appeals

## 2021

### General Information

The Bishops' Blue Coat Church of England High School is an academy. Students are admitted at the normal transfer age of 11 where spare places exist according to the published admissions number (PAN), the school does accept admissions in year. The admissions policy of the school is applied without prejudice to all admission requests and decisions are made according to it.

### The Right of Appeal

Any parent/guardian whose child is not offered a place has the right of appeal to an Independent Appeal Panel. The panel is entirely independent of the Governing Body. Any parent wishing to appeal should send a completed Admissions Appeal Application Form together with any supporting documentation to the Admissions Clerk at the school address. Appeals for normal admission round (Year 7 entry, September 2021) must be lodged no later than 31st March 2021.

### Appeal Hearings

Appeals follow a legal process and the hearings are quite formal. However, Panels do try to make this as relaxed as possible within the legal framework. The hearing will start with the school explaining why it is not possible to offer a place. You can ask questions if you wish, and the Panel may also ask questions. You will then present your case and answer any questions about it from the Panel and the school's representative. You may be accompanied by a friend or you may prefer to be represented. Children are not normally allowed to attend. The hearing will normally be held on the school's premises.

### Powers of Appeal Panels

Panels can uphold all appeals and instruct the school to allocate a place for your child. They can also reject the appeal. After the appeal has been heard the Panel must first decide whether further admissions to the school 'would prejudice efficient education or the efficient use of resources'. This means that the year group has not only reached its published (PAN) admission limit but cannot accept any more students in that year group without prejudicing the provision of efficient education at the school.

The school will provide a statement giving their reasons. If the Panel believes that the school can admit the student of the appellant without causing prejudice your appeal will automatically be upheld. If the school's case is accepted by the Panel then the proceedings will go to a second stage, where Panel members will balance your own arguments in support of admission against the extent a further student admitted to the school would prejudice existing education and resources.

### The Appeal Panel

Appeal Panels have either three or five members. There are strict rules on who may and may not be a member of an Admission Appeals Panel in order to ensure its independence and impartiality. A Clerk to the Panel also attends and will be responsible for the administration of the hearing.

## Appeal Timetable

Appeals resulting from normal school transfer (born between 1 September 2009 and 31 August 2010 for admission into Year 7, September 2021) will be heard according to the following timetable:

Allocation of Places	Appeals lodged by	Appeals heard by
1st March 2021	31st March 2021 (4pm)	June 3rd 2021

## Appeal Procedure

- Anyone wishing to Appeal must submit a completed 'Admission Appeal Application Form' to the school. Appeal Application Forms are available from either the school administration office or download from the school website
- Appeals lodged after 30<sup>th</sup> March 2020 will be heard either within 47 school days of our deadline (**25<sup>th</sup> June 2020**) or 30 school days of the appeal being lodged, whichever is the later date
- In-Year appeals will be heard within 30 school days of the appeal being lodged
- Appellants will be sent notification of their appeal hearing at least 10 clear school days in advance of the hearing.
- Appellants will be sent a copy of the school's case at least 7 school days in advance of the hearing
- If an appellant wishes to submit any further evidence which is not included in their initial appeal, they must ensure it is received at least 4 clear working days before the hearing