



TIMETABLE FOR APPEALS

TIMETABLE FOR YEAR 7 APPEALS for **September 2024**

Timetable for the transfer to Secondary School Admission in September 2024:

- 1. Appeals Date:** Date for Year 7 appeal hearings will take place during the month of June 2024.
- 2. Deadline for Return:** Deadline for returning a completed **Admission Appeal Application Form** will be: Friday May 3rd 2024.
- 3. Hearing Arrangements:** Parents will be informed of the hearing arrangements by: Friday May 17th 2024.
- 4. Additional Evidence:** Any additional evidence must be submitted by: Friday May 17th 2024.
- 5. Decision Letter:** Decision Letters should be sent out within 5 school days of the last day of hearings, wherever possible.
- 6.** Appeals submitted after the **Deadline for Return**, will be heard within 40 school days of **Deadline for Return**, if possible. If this is not possible, within 30 school days of the completed **Admission Appeal Application Form** being lodged with the school.

An **Admission Appeal Application Form** can be requested by emailing:
Nicki Harrington: admissions@hsl.gloucs.sch.uk **from** Saturday March 30th 2024.

TIMETABLE FOR IN-YEAR appeals:

- 1.** Hearings will be heard within 30 school days of the completed **Admission Appeal Application & Information Form** being received by the school.
- 2.** Parents will be informed of the hearing arrangements 10 school days before the hearing date. Parents may however waive their right to the full period of notice.
- 3.** Additional evidence to be submitted no later than 5 school days before the hearing date.
- 4.** Decision letters should be sent out within 5 school days of the date of the hearing, wherever possible.

January 2024