

Appeals for Admission to St Laurence School in September 2023

If you wish to appeal the decision not to allocate a place at St Laurence School you should notify the School of this decision in writing by Friday 21st April 2023 . Please complete the Appeals Form referring to the guidance notes and return it to the School at the address given (or email salhac@st-laurence.com / tel: 01225 309506 to request a hard copy by post).

You should receive acknowledgement of your Appeals Form within 5 school days. Contact St Laurence School if you do not receive this confirmation.

An independent Appeals Panel will be established to hear all appeals. For late applications, appeals will be heard within 40 school days from the deadline for lodging appeals or where possible within 30 school days of the appeal being lodged.

The appeal will be held within 40 school days of the deadline for making an appeal. The panel will be made up of three independent people who will consider:

- Whether the admission authority followed its own admission policy and if it had good reasons for not offering your child a place (eg the school was over-subscribed and other children met the over-subscription criteria more closely).
- Whether your child's need to be at the school is greater than the effects on other children in the school of having additional children at the school.
- Your reasons for wanting your child to attend the school.
- Any supporting evidence that might be relevant to your case.

Timetable

- 01 March 2023: Parents notified by the Local Authority of their allocated school
- 21 April 2023: Deadline for lodging an appeal for St Laurence School admission (September 2023)
- 5th June 2023: Appeals held at St Laurence School
- You will be given at least 10 School days' notice of the time of your appeal.
- Parents must submit any further evidence and questions to the School 5 working days before the appeals date.