

## TIMETABLE for CHURCH OF ENGLAND BIRMINGHAM INDEPENDENT ADMISSION APPEALS from October 2022 to September 2023

The Church of England Birmingham arranges appeals for some of its schools.

*Following recent amendments in the Admission Appeals Code 2022, there is flexibility for admission authorities as to how appeals are heard. We may continue to hear appeals by video or telephone conference.*

**HOW TO APPEAL:** Please check the admission arrangements given on the relevant school's website to find out whether your appeal application should be made to the Chair of the Governing Board/Trust Board at the school or directly to the Local Authority and which form to use. You must give written reasons for your appeal. Your appeal will be heard within 40 school days of being lodged (or 30 school days for in-year appeals).

Appellants will receive at least 10 school days written notice of their appeal hearing date (although this notice can be shorter, by agreement). Appeal papers will be sent to all parties at least 5 school days prior to the appeal hearing. Any additional evidence must be submitted to the Appeal Clerk at least 5 school days prior to the appeal hearing. Decision letters will be sent within 5 school days following the hearing, where practicable.

Children due to start INFANT (Reception), JUNIOR (Y3) OR PRIMARY (Reception) class in September 2023	
National Primary Offer Day	17 April 2023
<b>Deadline for lodging appeals</b>	<b>16 May 2023</b>
Appeals received by 16 May 2023 will be heard	in June/July 2023, and by 25 July 2023, where practicable.
Appeals received after 16 May 2023 (late appeals)	will be heard in June/July 2023 only where practicable, or within 30 school days of the appeal being lodged (whichever is later), where practicable.  <i>It may not be possible to hear late appeals before the start of the new school year in September 2023. Appeals are not heard during school holidays.</i>

In-year Admission Appeals
<p>If your child has been refused a place at one of your preferred schools <b>outside the normal round of admissions</b> (ie at any time other than as above), you may appeal within 20 school days of the refusal of the place. Your appeal will be heard within 30 school days of being lodged. Appeals are not heard during school holidays.</p> <p>Check the individual school's website for information about how to lodge an appeal application.</p>