

## **SECONDARY SCHOOL PLACES APPEALS TIMETABLE 2018**

**Year 7, September 2018**

- School place offers will be sent on 1<sup>st</sup> March 2018
- Appeals must be lodged by 30<sup>th</sup> March 2018
- Appeals lodged on time will be heard in May 2018 and no later than 25<sup>th</sup> May 2018
- Appeals lodged after 30<sup>th</sup> March 2018, that cannot be added to a scheduled hearing, will be heard at a later date

### **General**

- You will receive at least 10 school days' notice of your appeal hearing date and location
- You are able to waive this right if you are late in making your appeal and wish to have your appeal heard at a hearing that is already scheduled
- Case papers will be dispatched to you within a reasonable time period before the hearing date.
- Once you have received notification of your hearing date, any additional evidence you wish to submit should be sent to Democratic Services, 1st Floor, Civic Centre, Southampton, SO14 7LY, in accordance with the date detailed in the notification.
- Appellants will be able to submit additional evidence to support their appeal up to 6 school days before the hearing. This will enable photocopying and circulation to all parties in advance of the hearing. The panel will take its significance into account and whether there is a need to adjourn the hearing to allow all parties time to consider it.
- Following the appeal hearing decision, where possible, letters will be sent 5 school day's following the hearing's conclusion.

**TO LODGE AN APPEAL, EITHER CONTACT THE ADMISSIONS TEAM AT SOUTHAMPTON CITY COUNCIL OR ADMISSIONS AT ST GEORGE CATHOLIC COLLEGE DIRECTLY. YOU WILL THEN BE SENT THE RELEVANT PAPERWORK TO COMPLETE.**

### **Further information:**

Our 2018 Admissions Policy states the following in regards to appeals

*"In the case of a refusal a written explanation will be sent to the parents. Parents have the right to appeal to an independent panel against a decision not to offer a place to their child. Any parents wishing to appeal against a decision by the Governors may do so by contacting the College office for the appropriate form. The forms should be returned to the Clerk to the Governing Body at the College".*

The Published Admission Number (PAN) for St George Catholic VA College is 150. However, because of the increased demand for Year 7 spaces as the college again offers places for girls as well as boys, the governing body has agreed that, for September 2018, it will offer 60 places above PAN. This means that whilst the PAN stays at 150, up to 210 places will be offered in year 7 for September 2018.