



# All Saint's Academy Trust (ASAT)

## Admission appeals

If your child is not offered a place at your preferred school, you can appeal against the decision.

You need to make an appeal within 20 days of receiving the decision letter or email.

### Infant class size appeals

This applies to reception, year 1 and year 2 classes where classes are limited to 30 children. If you're appealing an infant size class limit, your chance of a successful appeal is limited.

An appeal can only succeed if the panel finds one of the following:

- admitting an extra child would not breach the class size limit
- your child would have been offered a place if the admission arrangements had complied with admissions law or were correctly and impartially applied
- the admission authority's decision to refuse a place was not one which a reasonable admission authority would have made in the circumstances of the case

### Appeal a decision

For most schools in Essex, you need to complete the online form.

You need to contact the schools not listed on the appeal form or are outside Essex.

<https://forms.essex.gov.uk/default.aspx/RenderForm/?F.Name=DS1vesZu1Gv&HideAll=1>

### Other ways to appeal

Download the appeal form if you're unable to make an appeal online.

<https://www.essex.gov.uk/Education-Schools/Schools/Admissions/Pages/Appeals.aspx>

### The appeal hearing

You will be invited to present your case to a panel of 3 or more people.

The appeal hearing lets:

- you explain to the panel why you think your child should be given a place at the school
- the admission authority explain why they refused your application

### After the appeal hearing

You will receive a letter with the panel's decision within 5 school days. The decision is final and binding on all parties.

If your appeal is successful, your child will be offered a place.

### Contact the Statutory Appeals team

Get in touch with the Statutory Appeals team if you need to:

- cancel your appeal
- amend any contact details already given
- submit any supplementary paperwork by post

Statutory Appeals Team  
PO Box 11  
Chelmsford  
Essex, CM1 1LX

Email: [statutoryappeals@essex.gov.uk](mailto:statutoryappeals@essex.gov.uk) (for enquiries only)

### Appeals timetable

**For children starting infant, junior or primary school from September 2019**

16 April 2019	National Offer Day - parents informed of outcome of application
21 May 2019	Deadline by when appeals should have been lodged Half term - 27 May to 31 May 2019
23 July 2019	Appeals heard for those lodged by the deadline and where possible, for late appeals Last day of term - 24 July 2019
September 2019 onwards	Appeals heard for any appeals not heard before 24 July