

Admission Appeals FAQs – Covid-19 Update

Updated based on recent Department for Education Guidance

1) Will I be able to attend the Appeal hearing for my child in person?

Due to the current restriction on gatherings of more than 2 people, parents are not allowed to attend the Appeal hearing. Instead parents will be sent a letter to ask them to consent to a paper-based Appeal hearing. If consent is not given, the appeal panel hearing for their child will be delayed and may be heard at a later date than other appeals for the school and, potentially, could be after the start of the school term in September 2021.

2) When will I be informed of the date of my child's Appeal hearing?

The revised deadlines for Appeals hearings will be published on the websites of all schools belonging to the Brooke Weston Trust. You will be sent a letter informing you of the date of your Appeal hearing. This letter will be sent to you a minimum of 14 calendar days before the Appeal hearing takes place.

3) I have been informed that there are two stages to Appeals hearings. How can I ask questions to my preferred school's representatives about its Prejudice Statement?

Parents will be able to email their questions to the Appeal Clerk who will circulate them. The questions must be received by the Clerk on the date specified on the appeals schedule (published on the school website).

4) How will I know the outcome of Stage 1?

If the Panel is not convinced there would be prejudice to the quality of education at the Academy if more pupils were admitted, or if the Panel considers that the Admissions Code had not been applied appropriately, then it will uphold your appeal and you will be informed by letter 7 calendar days after the appeal.

If, in the judgement of the Panel, there will be (i) prejudice to the quality of education at the Academy and (ii) the admissions policy has been applied correctly or (iii) prejudice would be caused by upholding all appeals at stage 1, then it will proceed to the next stage which is to consider your individual appeal (Stage 2). In the case of a grouped appeal the Panel must also consider whether prejudice would be caused if all appeals being considered were to be upheld at Stage 1. If this is the case then it must proceed to stage 2.

5) In Stage 2 of the Appeal hearing, how will I be able to explain to the Independent Panel why my child should attend the preferred school.

As the Appeal hearing is paper based, all explanations must be written down. On the Appeals form you have already written why you believe your child should be allowed to attend their preferred school. If you wish to present further evidence in writing then this must be emailed to the Appeal Clerk (the deadline for this is the same as the deadline for when parents/carers are to submit questions to the Appeal Clerk ((please see appeal schedule on the school website))).

6) I have been informed that in the past the members of the Independent Panel would ask questions to the parents and the preferred school's representatives. How will this happen if we cannot attend?

Parents will email their questions to the Appeal Clerk by the deadline specified in the appeals schedule (published on the school website). In the same way the Panel's questions to the school and to the parents

will be emailed to the Appeal Clerk at this time, as will the School's questions to the Parents. The Appeal Clerk will then circulate the questions.

All responses to these questions must be with the Clerk by the specified deadline.

7) What happens if I am unable to email my questions?

Parents will be able to send letters to the Clerk via the preferred school. In exceptional cases, parents can contact the preferred school and ask the Appeal Clerk to phone them.

8) When will I be informed of the decision of my child's Appeal hearing?

You will be informed by letter 7 calendar days after the last Appeal has been heard.