

**North Tyneside Council
Education Appeals Timetable 2017/18**

In accordance with the School Admission Appeals Code, the Council as the admission authority for community schools must set a timetable for organising and hearing education appeals. The following timetable will apply to appeals for admission to community schools in the academic year 2017/18.

Trust schools, Voluntary aided schools and Academies will set their own appeals timetable which will be available on the individual school's website

	Middle and High Schools	First and Primary Schools
Offer Day – the day letters are sent out informing parents of the school at which they have been offered a place.	Wednesday 1 March 2017	Monday 17 April 2017
Deadline for the receipt of appeals.	Friday 31 March 2017	Tuesday 23 May 2017
Deadline for appeals to be heard.	Monday 19 June 2017	Friday 21 July 2017
Appeals will be heard between:	Tuesday 2 May 2017 and Monday 19 June 2017	Wednesday 14 June 2017 and Friday 21 July 2017

Appeals in respect of late applications will generally be heard within 30 school days of the appeal being lodged. Appeals in respect of in-year applications will be heard within 30 school days of receipt.

Appellants (the person(s) lodging an appeal) will receive written notification of the date, time and venue of the appeals panel appointed to hear their appeal at least 10 school days before the hearing.

Appellants and the admission authority must provide the clerk to the appeals panel with any documents they wish to submit to the panel no later than 6 working days before the appeals hearing.

The clerk to the panel will send to the panel, the appellants and the admission authority all the documentary evidence to be considered at the hearing at least 5 working days before the hearing.

The clerk to the panel will notify the appellants and the admission authority of the panel's decision and the reasons for the decision in writing within 5 school days of the conclusion of the hearing wherever possible.

For further information please contact:
 The Clerk to the Education Appeals Panel
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 Quadrant East
 The Silverlink North
 Cobalt Business Park
 North Tyneside
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