

# Admission Appeals



## **Introduction**

The arrangements below relate to admission appeals for places at St Mary's College. All school admission appeals will be conducted in accordance with the relevant legislation and with the Secretary of State's Code of Practice on School Admission Appeals.

All school admission authorities have to make arrangements for applicants to appeal against admissions decisions. The arrangements for appeals by parents and students set out below relate to St Mary's College whose Directors have made arrangements to administer their admission appeals.

## **School Admission Appeals by Parents**

Applicants refused a place at a school for their child normally have the right to make an appeal against the decision to refuse admission. School admission appeals are heard by independent admission appeal panels. Panel members receive appropriate training.

Your appeal will be arranged on behalf of the Directors and will be heard by an Independent Appeal Panel. The decision of this panel will be binding on the school and the parent.

The appeal panel will normally consist of no less than three members and no more than five, at least one of which must be a lay member i.e. a person without personal experience in the management of any school or the provision of education in any school. No member will have any direct connection with the school, appellant or the Admissions Authority. An independent clerk is appointed to act at appeal panel hearings, making a record of the hearing, recording the panel's decisions and their reasons and advising the appellant of the outcome.

Applicants will normally only be able to appeal once against the decision to refuse their application for admission to a given academic year at a given school. Further appeals for admission to the same academic year at the same school will only be authorised if the appellant can show that there has been a subsequent significant change in their circumstances which materially affects their case for a place at the school, or if new information comes to light which was not previously available and which materially affects the appellant's case for a place at the school.

## **Fraudulent Information**

If the allocation of a place has been made on the basis of fraudulent or intentionally misleading information, the Directors reserve the right to withdraw the place.

For further information please contact the school on 01482 851136.