

Appeals

Information for Parents

If, once you have received notification from the Local Authority, your child has been unsuccessful in obtaining a place at Gretton Primary Academy, you are entitled to appeal that decision. If you wish to appeal, please download the Gretton Appeal Form and send the completed form in to Mrs P Crawford at the address given on the form. If you are unable to access the document, please contact the academy office on 01536 770 366 between 9.00am and 3.00pm and we will arrange for the Appeals Form to be posted to you.

Please note that the following timetable will apply for the appeals process for Reception (September 2023 entry) and for all in-year admissions as defined below:

Gretton Primary School appeals timetable for applications concerning entry into Reception for September 2023:

Date	Information
Thursday 18 th May 2023	Deadline for parent/carer to lodge written appeal with Mrs P Crawford at Gretton Primary Academy.
Tuesday 13 th June 2023	Deadline for parent/carer to be notified of the date and arrangements for the Independent Appeals Panel to hold the Appeal Hearing.
	Deadline for the Academy to supply the Clerk of the Independent Appeals Panel with all relevant documentation needed to conduct the Appeal Hearing.
	Deadline for the Clerk to send Appeal Papers to panel and relevant parties.
Wednesday 28 th June 2023	Deadline for any further evidence from the academy or from parents that was not sent with the original Appeal, to be submitted to the Clerk of the Independent Appeals Panel
Thursday 6 th July 2023	Appeal Hearings at the Holiday Inn, Geddington Road, Corby. Northamptonshire NN18 8ET.
Thursday 13 th July 2023	Deadline for decision letters to be sent by the Clerk to parents/carers.

Appeals concerning Late Applications for Reception

These appeals concern applications for Reception submitted to the Local Authority before the first day of the school term of the admission year (Reception), Tuesday 5th September 2023, but which are deemed late applications by the Local Authority. Appeals for late applications will be heard, where possible, within the main appeal hearing dates, or within 30 school days of the appeal being lodged.

Appeals for In-Year Applications

These appeals concern applications for a place in Reception made after the first day of the school term for Reception in 2023. These appeals also concern applications for a school place in all other year groups. Appeals for in-year applications will be heard within 30 school days of the appeal being lodged.

Further Appeals

Appellants do not have the right to a second appeal in respect of the Academy for the same academic year unless, in exceptional circumstances, the Academy has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or Academy but the applicant is still refused admission. Appellants may apply for a place in the Academy in respect of a later academic year and have a further right of appeal if that application is unsuccessful.