



Admission Appeals Timetable for Year R in September 2022

Tanners Brook Primary School appeals will follow the timetable below:

Appeals will be considered in accordance with the School Admission Appeals Code 2021 and the Coronavirus Amendment Regulations 2020, which are available to view at: <https://www.gov.uk/government/publications/school-admissions-appeals-code>

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| Notification date for on-time applicants | Tuesday 19 April 2022 |
| Notification date for late applicants <i>(for applications received after 15 January 2022)</i> | Late applications and will dealt with after all on time applicants have been offered a school place |
| Deadline date for parents wishing to lodge an appeal <i>(returning completed appeal papers to the Southampton City Council)</i> | Monday 23 May 2022 <i>(appeals lodged after the 23 May, that cannot be added to a scheduled hearing will be determined at a later date)</i> |
| Year R appeal hearings to be held | June/July 2022 |
| Decision letters to be sent | Within 5 school days of the hearing |

Please note:

- (i) Appeals submitted after 23 May 2022, that cannot be added to a scheduled hearing will be determined at a later date. This may mean that they will not be heard until the start of the new school term in September 2022.
- (ii) Appellants will receive at least 10 school days' notice of their appeal hearing date
- (iii) Case papers will be dispatched to appellants within a reasonable time period before the hearing date.
- (iv) Once appellants have received notification of the hearing date, any additional evidence must be submitted via email to the Democratic Services Inbox democratic.services@southampton.gov.uk in accordance with the date detailed in the notification.
- (v) Additional evidence may be submitted up to and including the day of the hearing. The panel will take its significance into account and whether there is a need to adjourn the hearing to allow all parties time to consider it.
- (vi) Following the appeal hearing decision, where possible, letters will be sent five school day's following the hearing's conclusion.