

## **APPEALS TIMETABLE FOR ADMISSIONS FOR THE 2018-19 SCHOOL YEAR**

If an application for a place at Brockington College is unsuccessful (decision letter is issued on 1 March 2018) and the parent or carer of the pupil wishes to make an appeal against this decision, the following timetable relating to the appeal applies:

- a) The parent or carer should write to the Diocese of Leicester, who will organise for an Independent Panel to hear the appeal. The letter should state the grounds for the appeal and be with the Diocese of Leicester Friday 23 March 2018.  
The address to write to is:  
Kerry Miller  
Diocese of Leicester Board of Education  
St Martin's House  
Leicester  
LE1 5PZ
- b) The appeal hearing will be heard in the week commencing 23 April 2018 depending upon the availability of panel members, if the application is made in the normal admissions round. The appeal hearing will be held within 30 days of the decision date, if it is a late or an in-year application;
- c) Parents/carers will be given notice of the appeal hearing date of at least 10 school days;
- d) A decision letter following the appeals hearing will be sent to parents/carers within five school days of the hearing wherever possible.