



Year 7 & Post 16 Appeals Process

If you have not been offered a place at Stationers' Crown Woods Academy, the law entitles you to appeal against that decision to an Independent Appeal Panel. This panel is completely independent of the school and the Admission Authority.

If you wish to appeal, please download an Appeal Form or telephone 020 8850 7678 and a form will be sent to you. You should include any evidence or supporting material with your appeal form and you **MUST** give the grounds for your appeal at the time you lodge your appeal form. Your appeal form will not be accepted unless you state the grounds for your appeal. You may appeal for more than one school. The timetable for appeals is as follows:-

Admission Dates:	
15 March 2018:	Deadline for accepting or declining the offer of a Year 7 place made on 01 March 2018
29 March 2018:	Deadline for lodging Appeals against a decision not to offer a Year 7 place at Stationers' Crown Woods Academy– see timetable below.

Appeals Timetable:	
29 March 2018, 9am	Deadline for lodging Appeals against a decision not to offer a Year 7 place at Stationers' Crown Woods Academy.
5 June 2018, 5pm - 7pm Individual Stage 2 hearings commence 6 June 2018	Stage 1 Appeal Hearing for Year 7 entry September 2017. Venue: Crown Building, Stationers' Crown Woods Academy Stage 2 meetings, these individual meetings will be held between 1.30pm until 5.30pm. Appellants will receive at least 10 school days notice of their allocated time. Venue: Stage 2 individual meetings will be held at one of the Academies within Leigh Academies Trust. It is anticipated Stage 2 individual hearings will take two weeks to complete. Decision letters will not be sent out until after the final hearing. Letters will be sent within 5 school days of the final hearing wherever possible.
Late applicants:	Appeals will be heard within 40 school days of the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged.
In-Year Appeals	Will be heard within 30 school days of the appeal being lodged.
Post 16 Appeals:	i) where the offer of a place would have been conditional on exam results, appeals will be heard within 30 school days of confirmation of those results; ii) where the offer of a place would <i>not</i> have been conditional on exam results, appeals will be heard within 40 school days of the deadline for lodging appeals.