



## **Trinity Academy Halifax**

### **Admission Appeals 2017**

Where the Governors are unable to offer a place because the academy is oversubscribed, parents/carers have the right to appeal to an Independent Admission Appeal Panel, set up under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002.

For Calderdale residents, offers of a secondary school place are sent from Calderdale Council by letter on Wednesday 1 March 2017. Included with the offer letter will be a reallocation form. Residents from outside Calderdale will receive their offer letters from their home Local Authority (LA) but may request a reallocation form directly from Calderdale Council. The form must be completed and returned to Calderdale LA no later than Wednesday 15 March 2017. The reallocation form also requests that parents/carers indicate if they would like to pursue an independent admission appeal. Any appeal requests would be passed directly from the LA to the Clerk to the Independent Appeal Panel.

Parents, who intend to make an appeal against the Governing Body's decision to refuse admission, must submit a notice of appeal to:

**The Clerk to the Independent Appeal Panel  
C/o Church House  
1 South Parade  
Wakefield, WF1 1LP**

**Telephone: 07814 605108 e-mail: [vaappeals@googlemail.com](mailto:vaappeals@googlemail.com)**

The Clerk to the Independent Appeal Panel will inform and advise parents/carers how to proceed with an appeal. On completion, the appeal documents should be returned to the Clerk to the Independent Appeal Panel by the specified date on the form. Appeal requests will be acknowledged within seven days of receipt. If the completed documents are not received by the specified date on the form it is not guaranteed that the appeal will be heard before the end of term. Appeals are not held during academy holidays.

For applications made in the normal admissions round, appeals will be heard within 40 academy days of the deadline for lodging appeals. The date, time and venue for the appeal hearing will be sent to parents/carers at least 10 days prior to the appeal hearing. Appeals for year 7 intake applications will be held towards the end of May/mid June 2017.

For applications for other year groups, appeals will be heard within 30 school days of the appeal being received.

Please note: This right of appeal against the Governors' decision does not prevent a parent/carer from making an appeal in respect of any other school.