

# St Bede's Catholic College

## Appeals Procedures

Appeals for St Bede's Catholic College are arranged by the Clifton Diocese Schools and Colleges Department which is independent of the college.

The Clerk to the independent appeal panel will ensure that:

- Appellants receive at least 10 school days' notice of their appeal hearing
- The appeal panel papers are sent to panel members and other parties involved within a reasonable timescale
- Decision letters are sent within five school days of the hearing wherever possible

### **Admission Appeal Timetable**

#### **Year 7 Admission – September 2019**

- **On-Time Applicants:**  
12<sup>th</sup> April 2019: Deadline for appeals to be lodged  
By 19<sup>th</sup> June 2019: on-time appeals heard
- **Late Applicants (applications received after closing date of 31<sup>st</sup> October 2018)**  
Appeals will be heard by 19<sup>th</sup> June 2019 where possible or within 30 days of the appeal being lodged.

#### **In Year Admission Appeals**

Appellants have 20 school days from the date of notification that their application is unsuccessful to prepare and lodge their written appeal.

#### **Sixth Form Admission Appeals**

Where the offer of a place is conditional upon examination results, appeals will be heard within 30 days of the confirmation of results.