

Academies appeal timescales

The timescale for appeals relating to Reception Intake for September 2025 will be as follows:

Closing date for appeal applications	14 th May 2025
Appeal hearings (on time applications)	Heard by 19 July 2025
Appeal hearings (late applications)	Within 40 school days of appeal closing date of 14 th May 2025 where possible or within 30 school days of the appeal being lodged.

In year appeals

Appeal applications must be lodged with the relevant Academy within **20 school days** from the date of notification that the application for admission was unsuccessful. Appeals will be heard within **30 school days** of the appeal being lodged.

The trust board will provide appellants with written notification of the date and all final arrangements of the appeal hearing no later than **10 school days** before the hearing. This notification will include the deadline for the submission of any further evidence that was not sent in the original appeal.

The trust board will comply with any reasonable request for information from parents to help them prepare their case for the appeals hearing.

The trust board will ask appellants whether they intend to call any witnesses or be represented at the hearing and inform them that they may waive their right to **10 school days'** notice of the hearing if they so wish.

After the appeal hearing

Wherever possible, you will be notified of the Panel's decision in writing within 5 working days of the hearing.

Further information can be found within the Appeals Section of the AET Admissions Policy and Procedures found on this website.