

## STANLEY PARK JUNIOR SCHOOL APPEALS TIMETABLE 2019

Decisions regarding school applications are issued on 16th April 2019.

Parents who are not offered a place for their child for Year 3 in September 2019 at Stanley Park Junior School, have the right to appeal against this decision to an independent body called an appeals panel.

If you wish to appeal please apply to:

Mrs K Booth  
Stanley Park Junior School  
Stanley Park Road  
Carshalton  
SM5 3JL  
020 8647 7497

You will be sent an appeal form which you must return no later than 12 noon on Tuesday 21st May 2019 to:

Clerk to the Appeals Panel  
C/O Stanley Park Junior School  
Stanley Park Road  
Carshalton  
SM5 3JL

Appeals submitted by this date will be heard within 40 school days (by 23<sup>rd</sup> July 2019).

Appeals submitted after this date will be heard within 40 school days from the date when the appeal is received by the Clerk to the Appeal Panel; this may not be before the end of the academic year.

You will receive at least 10 school days notice of your appeal hearing.

You must ensure any additional evidence you wish to submit in support of your appeal is received by the Clerk to the Appeals Panel no less than 10 school days before your appeal. Any evidence provided after this time may delay proceedings and result in an adjournment and/or a later appeal date set.

Appeals against a decision for any other year group will be heard within 30 school days of the appeal being received by the Clerk.

Following the hearing, decision letters will be sent within five school days of the hearing.

School days are term time only and do not include school holidays. If an appeal is submitted in the holiday the school days deadline will not start until the beginning of the next term.