

Notice of Appeals Timetable 2018

Parents/guardians who have not been allocated a place for their child at St Joan's have the right of appeal by an independent panel. Parents should lodge their appeal with the Chair of Governors (Mr A Leahy, c/o St Joan of Arc Catholic School, High Street, Rickmansworth, Hertfordshire, WD3 1HG), clearly stating their reason and grounds for an appeal using the St Joan of Arc Catholic School Appeal Form. Appellants must also submit any supporting documents to be considered as part of the appeal with the form and within the time frame outlined below.

Please contact the Admissions Administrator at the school for more information if required.

Appeals resulting from unsuccessful applications to St Joan of Arc Catholic School for admission in September 2018 will be heard according to the following timetable:

	DATE
Allocation Day	1st March 2018
Accept or decline place offered by	15th March 2018
Confirm place on Continuing Interest List by	15th March 2018
Appeal must be lodged by	4.00pm on 29th March 2018
Appeals to be heard	Between 30th April – 15th June 2018 (excluding 28th May – 1st June 2018)

Appellants will be sent notification of their appeal hearing at least 10 clear school days in advance of the hearing.

Appellants will be sent a copy of the school's case 7 working days in advance of the hearing.

Additional supporting information

If an appellant wishes to submit further evidence, which was not included with their initial appeal, they should ensure that **8 copies** are received at least **7 clear working days** (not counting the day of postage or the hearing) in advance of your appeal.