

Notice of Appeals Timetable 2019

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 2019 will be heard according to the following timetable:

	DATE
Allocation Day	1st March 2019
Accept or decline place offered by	15th March 2019
Confirm place on Continuing Interest List by	15th March 2019
Appeal must be lodged by	4.00pm on 29th March 2019
Appeals to be heard	Between 3rd May – 21st June 2019 (excluding 27th May – 31st May 2019)

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 **1 copy** is received at least **7 clear working days** (not counting the day of postage or the hearing) in advance of your appeal.