



Highsted Grammar School
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Independent Appeals for Year 7 – Academic Year 2019/20

Appeals for entry to Year 7 – Academic Year 2020-2021

The offer of a place in your highest preference available school will be given on **2 March 2020**.

If you do not want the school you have been allocated and wish to appeal for a place at Highsted Grammar School then your appeal should be submitted by **27 March 2020, but may be submitted any time after 2 March**. You do not have to give the full details regarding your appeal at this stage and may choose to submit them later, once you have received further information regarding the process. However, you will have registered your intention to appeal and an early appeal date will be set for you.

Provisional dates

The Admission Authority plans to timetable appeal hearings as early as possible to reduce the time appellants have to wait. The timeframe for appeals to be heard is during school days between 4 May and 22 May 2020. Highsted appeals have provisionally been set for dates between **Monday 4 May and Friday 22 May** for those appellants who choose to submit an appeal request by 27 March 2020.

Your appeal should state your reasons for this request but initially this may be very brief. Additional information, documentation or appendices may then be submitted later. Ten working days before your appeal, unless you choose to waive this right, you will be sent detailed information regarding the process and also the date, time, place and names of the panel members who will hear the appeal.

All other appeals are considered as 'in-year' Casual Admissions and these, together with any Year 7 appeals received after 27 March, will be heard within 30 days of submitting the request.

If you have any queries, please contact Linda Sayers at the school.

(28 February 2020)