

Published admission appeals arrangements 201) -201*

Below is South Wilts Grammar School's (SWGS) timetable for organising and hearing admission appeals:

(A) 11+ Appeals

1 March 2016

- National Offer Day – Local Authority (LA) letters offering school places posted to all primary children moving to secondary level.
- On the same day SWGS post out letters to parents of all students that named SWGS as one of their preferences on their LA Secondary Application Form.
 - Eligible applicants that have named SWGS as their first preference will be asked to accept or decline the offer by 15 March 2016.
 - Eligible applicants that could not be accommodated according to our oversubscription criteria will receive notification of their position on the waiting list, as well as information on how to appeal the decision.
 - Ineligible applicants (ie. candidates that did not pass the 11+ but whose parents applied anyway) will receive information on how to appeal the decision.

14 April 2016

- Last day for submitting an 11+ appeal (20 school days following receipt of outcome letters).

April 2016

- All appellants will receive summaries of the SWGS Governors' case (ie. an explanation of the decision to not admit an appellant) via the Appeals Clerk.
- SWGS Governors receive summaries of all appellants' cases.

Early May 2016

- Grouped appeal hearing.
 - All appellants will attend a grouped appeal hearing where SWGS will present the delivery of their published admissions arrangements and also present the School's case as to why exceeding 150 students would prejudice the efficient provision of resources.
 - Appeals Panel will decide whether SWGS has followed their published admissions procedures correctly and if there is enough evidence to support the case for not exceeding the Planned Admission Number (PAN).
- Individual appeal hearings.
 - Parents of all appellants will receive notification of their individual appeal hearing at least 10 school days in advance.
- Receipt of appeal outcome letter within 5 school days from the hearing.

June 2016

- Any successful appellants will be contacted by SWGS with regards to:
 - their position on the waiting list if no places are available;
 - the procedures for induction if places are available.

June 2017

- All successful appellants still on the waiting list due to the non-availability of places will be taken off the waiting list. If parents wish their daughter to be considered for a place at SWGS in Year 8 in the 2017-2018 academic year, a new application will have to be made and selection will be by means of the Late Entry selection test.

(B) Late Entry Appeals

Within three school weeks from the test date,

- Eligible applicants that have named SWGS as their first preference will be asked to accept or decline the offer within 14 days.
- Eligible applicants that could not be accommodated according to our oversubscription criteria will receive notification of their position on the waiting list, as well as information on how to appeal the decision.
- Ineligible applicants (ie. candidates that did not pass the Late Entry test but whose parents applied anyway) will receive information on how to appeal the decision.

Submission of an appeal:

- Parents have 20 school days to lodge an appeal following receipt of the outcome letter.
- Appellants will receive the SWGS Governors' case prior to the appeal hearing and the SWGS Governors will receive each appellant's case prior to the hearing.

Grouped appeal hearing

- Where applicable (ie. more than one appellant) a grouped appeal hearing will be held to consider the delivery of the School's published admissions arrangements (as explained above under 11+ Appeals).

Individual appeal hearing

- Parents of all appellants will receive notification of their individual appeal hearing at least 10 school days in advance.

Receipt of appeal outcome letter within 5 school days from the hearing.

- Any successful appellants will be contacted by SWGS with regards to:
 - their position on the waiting list if no places are available;
 - the procedures for induction if places are available.