

Whitley Bay High School Education Appeals Timetable 2017/18

In accordance with the School Admission Appeals Code, the Governing Body of Whitley Bay High School, as the admission authority for the school, must set a timetable for organising and hearing education appeals. The following timetable will apply to appeals for Whitley Bay High School in the academic year 2017/18.

Offer Day – the day letters are sent out informing parents of the school at which they have been offered a place.	Wednesday 1 March 2017
Deadline for the receipt of appeals.	Friday 31 March 2017
Deadline for appeals to be heard.	Monday 19 June 2017
Appeals will be heard between:	Tuesday 2 May and Monday 19 June 2017

Appeals in respect of late applications will generally be heard within 30 school days of the appeal being lodged. Appeals in respect of in-year applications will be heard within 30 school days of receipt.

Appellants (the person(s) lodging an appeal) will receive written notification of the date, time and venue of the appeals panel appointed to hear their appeal at least 10 school days before the hearing.

Appellants and the admission authority must provide the clerk to the appeals panel with any documents they wish to submit to the panel no later than 6 working days before the appeals hearing.

The clerk to the panel will send to the panel, the appellants and the admission authority all the documentary evidence to be considered at the hearing at least 5 working days before the hearing.

The clerk to the panel will notify the appellants and the admission authority of the Panel's decision and the reasons for the decision in writing within 5 school days of the conclusion of the hearing wherever possible.

For further information please contact:

The Clerk to the Education Appeals Panel, c/o Democratic Services, 3rd Floor Left, Quadrant East, The Silverlink North, Cobalt Business Park, North Tyneside, NE27 0BY

Email: education.appeals@northynteside.gov.uk

Tel: 0191 643 5322/5316/5614