

St Augustine's CE Primary School

Admissions Appeals Timetable 2025-2026

You have the right of appeal to an independent panel against the decision to refuse your child a place at any school which you named on the Westminster application form. With the exception of very limited circumstances, the law does not allow infant classes to exceed 30 (Reception, Year 1 and 2). This means that an appeal panel can only uphold an appeal where it is satisfied:

- The decision to refuse your child was unreasonable in legal terms;
- An error occurred in carrying out the school's admission arrangements that prevented your child being offered a place; or
- The admission arrangements for the school were unlawful and, had they been lawful, your child would have been offered a place. Your notification outcome will tell you how to lodge an appeal.

For admissions to Reception class in September, letters telling you the outcome of your application will be sent out on the National Offer Date (16th April 2025). If we have not been able to offer your child a place, you have the right to appeal against our decision. To do this you must complete an admissions appeals form (which you can get from the school or download here) and return it to the Admissions Appeals Clerk at the school.

The timescales for appeals for 2025 are:

National Offer Date 16th April 2025

Deadline for appeals 16th May 2025 (20 school days from the National Offer Day)

On-time appeals will be heard by 19th July 2025

Late appeals will be heard within 30 school days of receipt

The timescales for appeals for 2025 are: National Offer Date 16th April 2025; Deadline for appeals 16th May 2025; On-time appeals will be heard by 19th July 2025; Late appeals will be heard within 30 school days of receipt.

As no appeals are heard during the summer holidays, a late appeal may not be heard until the autumn term.

For appeals against admissions decisions for Reception at other times, or for other year groups, appeals may be submitted at any time and will be heard within 30 school days of receiving the appeal. You will receive at least 10 school days' notice of the date, time and place of the hearing.

You will be able to submit additional information to the panel up to 7 school days before the hearing.

You will be sent the result of the panel's decision within 5 school days of the hearing.

More information about the appeals process can be obtained from the school office and Westminster City Council has published a "Parent's Guide to Admissions Appeals" which can be downloaded from

their website: <https://www.westminster.gov.uk/children-and-families/education/school-admissions/school-admission-appeals>

If you would like to seek independent advice you may wish to contact the Child Law Advice Service which provides free legal information, advice and representation to children, their families and carers. Please see their website childlawadvice.org.uk/school-admissions for further details or call 0300 330 5485, Monday to Friday for advice.