

## **ADMISSION APPEALS ARRANGEMENTS 2022/2023**

### **Appeals Timetable in accordance with the School Admissions Appeal Code 2012 and The School Admissions (England) (Coronavirus) (Appeals Arrangements) (Amendment) (No.2) Regulations 2021.**

STEP Academy Trust is the admissions authority and the allocation of school places for Benedict Academy has been delegated to Merton Council's School Admissions Team.

#### **Important Information**

On National Offer Day, letters are posted to applicants who applied using a paper form. Parents who applied online will be able to view the outcome of their application from the evening of 19 April 2022.

Offers must be accepted or declined by Wednesday 4<sup>th</sup> May 2022. If you applied online you will need to accept the offer online.

Applicants who are not offered a place at Benedict Academy will be given a right of appeal, in line with the School Admissions Appeal Code (DfE, 1st February 2012). Clerks Associates UK manage the appeals process on behalf of Benedict Academy.

Parents/carers may find out general information about the appeals process from their website (<http://www.clerksassociates.co.uk>).

a) Deadline for Lodging Appeals: 6 June 2022.

Appeal forms received within the deadline (6 June 2022) will be heard between during July 2022 (ie within 40 days of the deadline). If you submit an appeal after 6 June 2022, it will not be heard until the start of the academic year in September 2022.

b) appellants will receive at least 10 school days' notice of their appeal hearing date.

c) appellants must submit their additional evidence and the admission authority to submit their evidence at least 12 school days prior to the hearing date.

d) wherever possible decision letters will be sent to appellants within 5 school days of the hearing, or, where multiple appeals for a school are heard on more than one day, within 5 school days of the last hearing day for that school.