

The timetable for appeals

Includes a deadline for lodging appeals. The deadline will allow appellants at least 20 school days from the date of notification that their application was unsuccessful to prepare and lodge their written appeal

Gives appellants at least 10 school days' notice of their appeal hearing.

Includes reasonable deadlines for appellants to submit additional evidence, for admission authorities to submit their evidence, and for the clerk to send appeal papers to the panel and parties

Ensures that decision letters are sent within 5 school days of the hearing, wherever possible

Here are the deadlines for hearing different types of appeals:

Type of appeal and deadline

Applications made in the normal admissions round: Within 40 school days of the deadline for lodging appeals

Late applications: Within 40 school days of the deadline for lodging appeals, or within 30 school days of the appeal being lodged

In year application procedure

To apply for a school place at St Francis Catholic Primary School please complete the ICAF and Supplementary form. Both forms should then be returned directly to the school with any relevant baptism certificates. This can be by hand, post or email to:
admissions@stfranciscatholicprimary.com

The school aims to reply to all applications within 10 working days of application.

Appeals of an admission decision should be addressed by email or in writing for the attention of Mrs E Blanden to the school office. This detail will then be passed to KCC Admission Appeals who are contracted by the school to manage all admissions appeals.