



St Thomas á Becket Church of England Federation



TIMELINE FOR ADMISSIONS AND POTENTIAL APPEALS FOR ADMISSION IN YEAR R  
SEPTEMBER 2023

JANUARY

15<sup>TH</sup> JANUARY 2023  
CLOSING DATE FOR APPLICATIONS VIA ESCC ONLINE FOR A PLACE IN YEAR R, SEPTEMBER 2023.

APRIL

17<sup>TH</sup> APRIL 2023 -  
ALLOCATION OF PLACE  
CORRESPONDANCE SENT.

EMAILS WILL BE SENT TO PARENTS DIRECTLY FROM EAST SUSSEX COUNTY COUNCIL, ADMISSIONS TEAM.

SHOULD YOU HAVE APPLIED FOR A PLACE WITHIN OUR SCHOOL, YOU SHALL ALSO RECEIVE A LETTER DETAILING TASTER SESSIONS AND ADDITIONAL INFORMATION.

MAY

ACTUAL DATE TBC -  
CLOSING DATE FOR ANY PARENTS WISHING TO LODGE AN APPEAL WITH THE SCHOOL WHICH THEY REQUESTED BUT WERE NOT ALLOCATED.

A CONFIRMATION LETTER FROM PARENTS WITH SUPPORTING DOCUMENTS (I.E REASON FOR APPEALING) MUST BE RECEIVED INTO THE SCHOOL OFFICE AT BLACKBOYS CEP SCHOOLS.

JUNE

CONFIRMATION LETTER SENT TO PARENTS APPEALING FROM THE SCHOOL REQUESTING RSVP FOR ATTENDANCE TO THE HEARING OF THE APPEAL (VENUE AND ACTUAL DATE TBC DEPENDENT UPON NUMBER OF APPEALANTS). THERE WILL ALSO BE THE OPPORTUNITY TO FORWARD ADDITIONAL EVIDENCE FOR THE APPEAL PANELS PERUSAL E.G DOCTORS LETTERS ETC.

THE APPEAL PANEL WILL BE MADE UP OF X3 INDEPENDENT MEMBERS. THE SCHOOL WILL BE REPRESENTED BY A MEMBER OF THE SLT TEAM AND A MEMBER OF THE GOVERNING BODY. A CLERK FOR THE APPEAL HEARING WILL ALSO BE PRESENT.

THE APPEAL DECISION WILL BE CONVEYED IN WRITING TO PARENTS WITHIN 5 WORKING DAYS OF THE APPEAL.

JULY

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