

HOW TO APPEAL

The deadline for submitting an appeal is Thursday 30th March 2023 but you may submit your appeal from 1st March 2023 onwards.

Please use the following link to the BCP Council website to lodge your appeal

<https://www.bpcouncil.gov.uk/Schools-and-learning/School-appeals/School-admission-appeals.aspx>

Please read the sections 'How to Appeal' and 'Hearing Information' as they contain very important useful information regarding the appeals process.

It is recommended that you submit any supporting documentation for your case at the same time as completing the appeal form. However, if this is not possible additional evidence may be submitted up to 5 working days before the hearing. Any additional evidence received after this date might not be considered at the appeal hearing.

The date and time of the Appeal Hearing will be confirmed in writing to you by the School Appeals Team at BCP Council.

Please be advised that in order to be fair and remain impartial, we are unable to discuss details of individual cases. If you require any information or clarification regarding the Appeals process please contact the School Appeals Team at BCP Council schoolappeals@bpcouncil.gov.uk or telephone 01202 118911.