

## Timetable for organising and hearing Appeals 2021

### Hujjat Schools Trust Timetable for organising and hearing Admissions Appeals 2021/22

This timetable is in line with the School Admission Appeals Code (1 February 2012)

#### Timetable

Here is our timetable for organising and hearing appeals:

- 1 We have a deadline for the lodging of appeals which allows appellants 20 school days from the date of notification that their application was unsuccessful to prepare and lodge their written appeal
- 2 We give appellants 10 school days' notice of their appeal hearing
- 3 This notice 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
- 4 We ensure that decision letters are sent within 5 school days of the hearing wherever possible.

Our appeals timetable is published on our website by **28 February** each year.

The Trust ensures that appeals lodged by the appropriate deadlines are heard within the following timescales:

- 1 for applications made in the normal admissions round, appeals **must** be heard within 40 school days of the deadline for lodging appeals
- 2 for late applications, appeals should be heard within 40 school days from the deadline for lodging appeals where possible, or within 30 school days of the appeal being lodged

Any appeals submitted after the appropriate deadline **must** still be heard, in accordance with our usual timescales.