



JFS Admission Appeals Timetable 2023/24

Secondary Transfer:

Offers will be made by your Local Authority on behalf of JFS through the co-ordinated admission scheme on the 1 March 2023. If your application for a place at JFS is not successful, you have a right of appeal to an independent appeals panel.

The Appeals timetable is as follows:

Your appeal, together with any supporting paperwork, must be submitted in writing to the Mrs J Bransgrove, Clerk to the Admissions Panel c/o JFS, The Mall, Kenton, Harrow, HA3 9TE by **Friday 19th May 2023**.

Appeals will be held during the week commencing **Tuesday 20th June 2023**.

You will be given 10 statutory school days' notice of your appeal hearing.

The Governors' written statement will be sent to all parties (appellants, the school, Panel members and clerk to the Panel) at least 7 clear working days prior to the appeal hearing.

Having received the papers, the appellants and the school have the opportunity to present any additional evidence. Any additional evidence must be received no later than 5.00pm on the preceding three clear working days prior to the appeal hearing. If received after that date, the additional evidence may not be considered by the Panel. **Please provide six copies of any additional evidence.** The decision will be sent to the appellants in at least 5 working days.

Sixth Form Appeals:

Sixth Form appeals will not be held before confirmation of examination results on which the offer of a place depends. The appeal will be heard within 30 school days of an appeal having been lodged. The timetable is very short to enable those appellants who win their appeals to start as early into the school year as possible.

Your appeal, together with any supporting paperwork, must be submitted in writing to the Mrs J Bransgrove, Clerk to the Admissions Panel c/o JFS, The Mall, Kenton, Harrow, HA3 9TE by **Friday 22nd September 2023**.

The appeals will be held during the month of **October 2023**.

You will be given at least 10 statutory school days' notice of your appeal hearing. The Governors' written statement will be sent to all parties (appellants, the school, Panel members and clerk to the Panel) at least 7 clear working days prior to the appeal hearing.

Having received the papers, the appellants and the school have the opportunity to present any additional evidence. Any additional evidence must be received no later than 5.00pm on the preceding three clear working days prior to the appeal hearing. If received after that date, the additional evidence may not be considered by the Panel. The decision will be sent to the appellants in at least 5 working days.

In-Year Admissions:

The Admissions Committee meets at regular intervals throughout the year to consider applications. If your application is unsuccessful you have a right to appeal.

You will be given at least 10 statutory school days' notice of your appeal hearing. The appeal will be held within 30 school days of an appeal having been lodged. The Governors' written statement will be sent to all parties (appellants, the school, Panel members and clerk to the Panel) at least 7 clear working days prior to the appeal hearing. Having received the papers, the appellants and the school have the opportunity to present any additional evidence. Any additional evidence must be received no later than 5.00pm on the preceding three clear working days prior to the appeal hearing. If received after that date, the additional evidence may not be considered by the Panel. The decision will be sent to the appellants in at least 5 working days.