

Appeals

Information for Parents

If, once you have received notification from the Local Authority, your child has been unsuccessful in obtaining a place at Corby Business Academy, you are entitled to appeal that decision. If you wish to appeal, please contact Mrs K Byrne on 01536 303120 (Direct Line: 01536 303134) or by email to: kbyrne@corbybusinessacademy.org who will forward the relevant appeals documentation to you.

Please note that the following timetable will apply for the appeals process for Year 7, September 2013 entry, and for all in-year admissions as defined below:

Corby Business Academy appeals timetable for Applications concerning entry into Year 7 for September 2013:

Friday April 19th 2013	Deadline for Parents to lodge written Appeal with Karen Byrne at Corby Business Academy
Tuesday May 21st 2013	Deadline for Parents to be notified of the date and arrangements for the Appeal Hearing
	Deadline for the Academy to supply the Clerk with all relevant documentation needed to conduct the Hearing
	Deadline for the Clerk to send Appeal Papers to the Panel and relevant Parties
Monday June 3rd 2013 (4pm)	Deadline for the submission of any additional evidence from Parents that was not sent with the original Appeal
Tuesday June 4th 2013 (4pm)	Deadline for the Academy to supply the Clerk with any additional evidence provided from the Academy or from Parents
Tuesday June 11th 2013 Wednesday June 12th 2013	Appeal Hearings
5 school days after the last appeal	Deadline for Decision Letters to be sent by the Clerk to Parents

Appeals concerning Late Applications for Year 7

These Appeals concern Applications for Year 7 submitted to the Local Authority before the first day of the School Term of the Admission Year (Year 7), **Wednesday September 4th 2013** where a determination relating to the Application is not made by the Local Authority on or before the Offer day of March 1st 2013. Appeals for Late Applications will be heard, where possible, within the main Appeal Hearing Date(s) of 10th / 11th June 2013 or within 30 school days of the Appeal being lodged.

Appeals for In-Year Applications

These Appeals concern Applications for a place in Year 7 made after the first day of the School Term for Year 7 in 2013 – **Wednesday September 4th 2013**. It also concerns applications for a school place in all other Year Groups. Appeals for In-Year applications will be heard within 30 school days of the Appeal being lodged.

Further Appeals

Appellants do not have the right to a second appeal in respect of the Academy for the same academic year unless, in exceptional circumstances, the Academy has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or Academy but still refused admission. Appellants may apply for a place in the Academy in respect of a later academic year and have a further right of appeal if that application is unsuccessful.