

TIMETABLE FOR ADMISSIONS AND APPEALS FOR CHILDREN STARTING SECONDARY SCHOOL IN SEPTEMBER 2021

31st October 2020	<p>Closing date for applications This is the last day for receipt by the Local Authority (Essex County Council) of the Common Application Form, either paper or online.</p> <p>Applications received after this date will normally be treated as late applications. You cannot apply online after this date.</p>
1st March 2021	<p>National Offer Day Offer emails/letters are sent to all Essex residents by the Local Authority advising parents of the outcome of their application.</p> <p>If you do NOT receive an email/letter by 8th March 2021 you should contact the LA School Admissions Team. Email: admissions@essex.gov.uk</p>
31st March 2021	<p>Deadline for Lodging an Appeal Deadline by when appeals against a refusal of a place should be lodged if you want it to be heard before the end of the summer term.</p> <p>Please send the appeal form, which is available to download from the school website, directly to:</p> <p>Clerk to the Local Governing Committee Paxman Academy Paxman Avenue Colchester CO2 9DQ</p>

APPEAL HEARINGS HELD AT PAXMAN ACADEMY

9th June and 10th June 2021	<p>Appeals heard for those lodged by the deadline above and where possible for late appeals.</p> <p>(Appeals for applications made within the normal admissions round will be held within 40 school days of the above deadline. Appeals for late applications will be heard where possible within 40 school days of the above deadline OR within 30 school days of the appeal being lodged.)</p>
September 2021 onwards	<p>Appeal hearings for any appeals not heard before the end of the summer term.</p>

WAITING LIST

The waiting list for Paxman Academy is maintained by the Local Authority until 31st August 2021. Following that date the waiting list will be maintained by Paxman Academy.



IN-YEAR ADMISSIONS 2021-22

If your application for a place has been refused, you have the right to appeal to an independent appeals panel. You can download an appeal form from our website or contact the school office who will send you one. You will be given a deadline for lodging the appeal which allows at least 20 school days from the date of notification that your application was unsuccessful to prepare and lodge your appeal. The completed appeal form should be sent to the clerk to the Local Governance Committee at the school.

On receipt of the appeal form the school must arrange an appeal hearing within 30 school days of the appeal being lodged. You will receive at least 10 school days' notice of the date of the appeal hearing. You will be given a reasonable deadline to submit additional evidence in order that the clerk can send the appeal papers to all parties.

After the appeal hearing you will receive a decision letter within five school days of the hearing wherever possible.