

THE THOMAS LORD AUDLEY SCHOOL – ADMISSION APPEALS

NEW INTAKE ADMISSION APPLICATIONS FOR SEPTEMBER 2024

If you do not receive an offer of a place at your highest preference school, you can appeal against the decision.

- Appeals should be submitted online to the Clerk to the Local Governance Committee at using the email address: enquiries@tla.school
- If you are unable to submit an appeal online, please send the appeal form, which can be downloaded from the school's website or obtained at Appendix A, directly to:
The Clerk to the Local Governance Committee
The Thomas Lord Audley School
Monkwick Avenue
Colchester
Essex
CO2 8NJ
- For applications made in the normal admissions round, appeals must be heard within 40 school days of the deadline for lodging appeals.
- 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
- For in-year applications, appeals should be heard within 30 school days of the appeal being lodged.

The relevant appeal dates for 2024 are:

1 March 2024	The national offer day for secondary school places for September 2024
15 April 2024	The latest date to lodge an appeal against a refusal of a place if you want it heard before the end of the summer term
Up to 18 June 2024	Appeals heard by the Local Authority Statutory Appeals Panel for those submitted by the deadline
Up to 22 July 2024	Appeals heard, where possible, for late appeals (last day of term: 22 July 2024)
31 August 2024	Waiting list maintained by the Local Authority and thereafter by the school
September 2024 onwards	Any appeals not heard before 22 July 2024

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

IN-YEAR ADMISSIONS 2024-25

If your application for a place has been refused, you have the right to appeal. For most schools in Essex you can appeal online via the Local Authority's website: <https://www.essex.gov.uk/after-your-school-offer/appeals> You can also download an appeal form from the Local Authority's website or complete and return the appeal form at Appendix A to the Local Authority Statutory Appeals Team.

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: Statutory Appeals Team, PO Box 11, Chelmsford, Essex, CM1 1LX.

On receipt of the appeal form an appeal hearing must be arranged 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.