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NURTURING TODAY'S **YOUNG PEOPLE**,  
INSPIRING TOMORROW'S **LEADERS**

# ADMISSION APPEAL DATES

**The Olive School, Hackney**





## Appeal Dates & Information 2024/25

If you have not been offered a place following an in-year application, the law entitles you to appeal to an **Independent Appeal Panel**. This panel is completely independent of the school and the Local Authority. Appeals for in-year admissions are held online.

**Please note** that you can only appeal if you have been refused a place in writing after making a formal application. The links below are NOT application forms.

If you wish to appeal against a decision to refuse a place in Reception or years 1 and 2, please use [this link](#) or type [www.edap.link/myinfantschoolappeal](http://www.edap.link/myinfantschoolappeal) in the URL address line.

If you wish to appeal against a decision to refuse a place in years 3 – 6 use [this link](#) to complete your appeal online or type [www.edap.link/myschoolappeal](http://www.edap.link/myschoolappeal) in the URL address line.

Please do NOT use ANY other appeal form or send your form to your local authority. It is suggested that you download the explanatory booklet about appeals which you should read **before** you complete the appeal form. [Booklet Link](#)

You should include any evidence or supporting material with your appeal form and you **MUST** give the grounds for your appeal at the time you lodge your appeal form. Your appeal form will not be accepted unless you state the grounds for your appeal. You may appeal for more than one school.

Please note that the online form will ask you to download two utility bills dated in the last **THREE** months. If you do not have access to a scanner, please take two photographs with a mobile phone and upload the photographic files.

If you wish to contact the clerk – email: [clerk@educationappeals.com](mailto:clerk@educationappeals.com)

### The timetable for appeals is as follows: -

Last day for lodging appeal forms for a place in RECEPTION to start in <b>September 2024</b>	4pm on <b>Wednesday 15 May 2024</b> to guarantee that your appeal will be heard in the first tranche of appeals. Appeals lodged later may not be heard until the second tranche which could be in <b>September 2024</b> . You <b>MUST</b> state the reasons for your appeal and supply any documentary evidence at this stage.
The stage 1 part of the hearing (with other parents present) will take place on	<b>Tuesday 25 June 2024</b>
Part 2, the individual private hearings will take place on	<b>Tuesday 25 June 2024</b>



<p>Invitation letter giving details about your hearing will be sent by the Clerk to the Independent Appeal Panel</p>	<p>At least 10 school days before the stage 1 hearing.</p>
<p>Any <b>additional</b> supporting evidence</p>	<p><b>Tuesday 18 June 2024.</b> You are advised that additional paperwork received on the day of the appeal hearing will <u>not</u> be taken into account. Please provide the Clerk with <b>FIVE</b> copies of any <b>additional</b> evidence. All such evidence to be submitted in A4 format and <b>NOT</b> bound, but may be stapled on the top left hand corner. Paperwork submitted with your appeal form does not need to include 5 copies. These should be sent to PO BOX 367, Cuffley, Herts, EN6 4XZ.</p>
<p>Letter from the Clerk informing you of the decision of the independent appeal panel</p>	<p>Due to the high number of appeals held at this time, this may not be sent until up to 2 weeks after the last hearing for the school.</p>

**Timetable for appeals for mid-term applications is as follows:**

<p>Last day for lodging appeal forms following a refusal for a place an 'in year' or 'mid-term'.</p>	<p>You must lodge the appeal form within 20 school days upon receipt of your letter of refusal. You <b>MUST</b> state the reasons for your appeal and supply documentary evidence at this stage. Appeals are held within 30 school days of receipt of the appeal form.</p>
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