

Appeals for the academic year 2023-2024

Parents/carers wishing to lodge an appeal for entry in September 2023 or following an unsuccessful in-year application must send a written request for an Appeals Pack by post to:

Head of Admissions
Greenshaw Learning Trust
Grennell Road
Sutton
SM1 3DY

Or by email to: admissionappeals@greenshawlearningtrust.co.uk

Parents must include the following information in all correspondence;

- The name of the school for which you are appealing
- Student's full name and date of birth
- Parent/Carer's name, full postal address and contact telephone number

Appeals must be lodged by the dates set out in the co-ordinated scheme for the normal admissions round or within 21 days from the date of the offer or refusal letter.

Notice of the appeal hearing

The Clerk to the Independent Appeals Panel will write to parents/carers with the date, time and format of the appeal. You will receive at least 10 school days' notice.

Notice of appeal outcomes will be sent within five school days of the hearing wherever possible.

Please note that appeals do not take place during school holidays.

Please note that the appeal form must be signed by the person with parental responsibility who made the application for a school place on behalf of the child.