



Timetable for Admission Appeals for Tiffin School 2018

For entry to Year 7 in September 2018

The Admissions Policy can be found [here](#).

1 March 2018

National Offer Day - your local authority will tell you which school is being offered for your son. (Please be aware that this is the start of period when offers are made and that further offers of secondary school places are made in the coming months).

If a parent wishes to appeal against the decision not to offer their child a place at Tiffin School, they should contact the Admissions Office at Tiffin School to request an Appeal Form.

29 March 2018

Appeal Forms must be returned to the Surrey County Council Appeals Service (who organise the appeals for Tiffin School), lodging an appeal.

Appellants will be sent notification of their Appeal Hearing at least 10 clear school days in advance of the Hearing.

The Governors' written statement and appellants Appeal Forms will be sent to all parties (appellants, the School, panel members and Clerk to the panel) at least 7 working days prior to the Appeal Hearing.

Having received the papers, the appellants and the school have the opportunity to present any additional evidence. Any additional evidence must be received no later than 5:00pm on the preceding 3 clear working days prior to the Appeal Hearing. If received after that date, the additional evidence may not be considered by the Panel.

21 May to 8 June 2018

The Appeal Panel aims to hear appeals for Tiffin School between these dates and no later than **18 June**. Appeals will be held at the Surrey County Council building in Kingston.

Appeal Timetable for all other applications

This is the same for applications to all year groups - an appeal will be heard within 30 school days of an appeal having been lodged. The School Governors' statement and appellants appeal forms will be sent to all parties (appellants, the School, panel members and Clerk to the panel) at least 7 working days prior to the Appeal Hearing. Having received the papers, the appellants and the School have an opportunity to present additional evidence, but that additional evidence must be received no later than 5:00pm on the preceding 3 clear working days prior to the Appeal Hearing. If received after that date, the additional evidence may not be considered by the Panel.