

## Information about Appeals

The governing body of Sacred Heart School is the admissions authority and has responsibility for admissions to this school. The governing body has set its admission number at 30 pupils to be admitted to FS2 in the school year which begins in September.

After applying for a place at Sacred Heart School, you will be advised of the outcome of your application on 16<sup>th</sup> April or the next working day, by the local authority on our behalf. If you are unsuccessful (unless your child gained a place at a school you ranked higher) you will be informed of the reasons, related to the oversubscription criteria listed in the school's Admissions Policy, and you have the right of appeal to an independent appeal panel.

Your child/ren could be refused admission for two reasons:

### **Refused on grounds of class size (FS2 & KS1)**

The Local Authority must allocate up to the published admission number if there is a demand. However, by law, Infant classes (children aged 5, 6 and 7) with one teacher cannot contain more than 30 children. Once reached, The Admissions Authority cannot allocate any more children.

### **Refused on prejudice grounds (KS2)**

You might be refused admission on the grounds that admission of extra pupils would prejudice the provision of efficient education for those already in school.

The Appeals Process Timetable can be found below, along with other, parent/carers information booklets produced by Sheffield City Council. There is also a copy of the Appeals Form which needs to be completed if parents/carers wish to lodge an appeal.

### **SCHOOL APPEALS TIMETABLE**

<https://www.sheffield.gov.uk/home/schools-childcare/catchment-areas-over-subscribed-schools>

### **KS1 APPEALS GUIDANCE FOR PARENTS & CARERS**

<https://www.sheffield.gov.uk/content/dam/sheffield/docs/schools-and-childcare/school-and-education-information/New%20School%20Appeals%20KS1%20Review%20Guidance%20March.pdf>

## **KS1 APPEALS GUIDANCE FOR PARENTS & CARERS**

<https://www.sheffield.gov.uk/content/dam/sheffield/docs/schools-and-childcare/admissions/2019-20-documents/Key%20Stage%20%20Appeal%20Guidance%20For%20Parents.pdf>

## **APPEALS FORM**

<https://www.sheffield.gov.uk/content/dam/sheffield/docs/schools-and-childcare/appeals/key-stage-1-appeal-form-for-primary-and-secondary-schools-covid-19-revised-version-january-2020.pdf>