

Appeals for Entry in September 2023

Parents/carers wishing to lodge an appeal for entry in September 2023 must send a written request for an Appeals Pack to;

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

Email: admissionappeals@greenshawlearningtrust.co.uk

Please ensure that you 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

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.

Deadlines for lodging appeal forms and supporting evidence for entry in September 2023:

Name of School	Deadline for lodging an appeal	Appeals will be heard
Tyndale Primary School	Thursday 25th May 2023	Within 40 school days of the appeals deadline

Deadlines for lodging appeal forms and supporting evidence for In-Year Applications:

Parents/carers wishing to lodge an appeal following an unsuccessful in-year application must send a written request for an Appeals Pack to;

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

Email: admissionappeals@greenshawlearningtrust.co.uk

Please ensure that you 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

Notice of the appeal hearing

The Clerk to the Independent Appeals Panel will write to parents/carers with the date, time and location of where an appeal will be held. 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.