

If you have not been offered a place at Mossbourne Riverside, the law entitles you to appeal against that decision to an Independent Appeal Panel. This panel is completely independent of the school and the Local Authority. The appeals are held at an independent venue.

If you wish to appeal, please download an Appeal Form from the Hackney Learning Trust's website.

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.

For your information, appeals for Reception for this school are governed by Class Size Legislation. Please read the information about appeals on Hackney Learning Trust website before completing your appeal form.

The timetable for summer transfer appeals is as follows:-

Last day for lodging appeal forms for a place in RECEPTION to start in September 2018	4 pm on Tuesday 15 May 2018. You MUST state the reasons for your appeal and supply any documentary evidence at this stage. You are advised to complete your appeal form as early as possible and not leave it until the last few days.
The appeals will take place on	Wednesday 4 July 2018
Invitation letter giving details about your hearing will be sent by the Clerk to the Independent Appeal Panel	At least 10 school days before the stage 1 hearing
Any <i>additional</i> or supporting evidence	Wednesday 27 July 2018. 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 FIVE copies of any additional evidence. All such evidence to be submitted in A4 format and NOT bound, but may be stapled on the top left hand corner.
Letter from the Clerk informing you of the decision of the independent appeal panel	By Wednesday 11 July 2018
In year appeals	These appeals are heard within 30 school days of the appeal form being lodged with the Clerk. Unless you waive this right, you will be given 10 school days' notice of the hearing. Additional evidence must be sent to the Clerk to the panel not later than 5 working days before the hearing. Decision letters are dispatched 5 working days after the hearing.