**APPEAL HEARINGS TIMETABLE**

If you wish to exercise your right to appeal please access the Trafford Council Website [Primary school admission appeals (trafford.gov.uk)](https://www.trafford.gov.uk/residents/schools/school-admissions/Primary/primary-school-admissions-appeals.aspx) page or contact the Democratic Services Section on Telephone No. 0161 912 4221 to request an Appeal Form.

|  |  |
| --- | --- |
|  | **DATE** |
| Offer of Places | **Tuesday 16 April 2024** |
| Deadline for lodging Appeals | **Wednesday 15 May 2024**  [Note: all appeals received by this date will be heard within 40 school days] |
| Deadline for Additional Evidence  for on-time appeals | **Wednesday 22 May 2024** |
| Deadline for Admission Authorities to submit their evidence | **Seven School Days before date of the Hearing** |
| Deadline for Appeal Papers to be sent to all parties | **Six School Days before date of the Hearing** |
| **Appellants will receive:**  **At least 14 calendar days’ notice of their appeal hearing**  **Decision letters within 7 calendar days of the hearing wherever possible OR where multiple days are required within 7 calendar days of the last hearing wherever possible.** | |

For in-year admissions, appeals must be heard within 30 school days of receipt of the appeal form.