

## **Appeal Process**

If you have not been offered a place at The Forest Academy, the law entitles you to appeal against that decision to an Independent Appeal Panel. This panel is completely independent of the Academy and the Local Authority. The appeal hearings are held in Redbridge.

If you wish to appeal, please download an Appeal Form from the School's website <a href="https://www.theforestacademy.org">www.theforestacademy.org</a> or telephone 020 8500 4266 and a form will be sent to you.

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.

The timetable for appeals is as follows:

Action	Date
Last day for lodging appeal forms for a place in Year 7 to start in September 2014:	4.00pm on Monday 30 <sup>th</sup> March 2015 (to be confirmed). You MUST state the reasons for your appeal and supply any documentary evidence at this stage.
Appeals will take place on:	Monday 8 <sup>th</sup> June 2015 (to be confirmed)
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 hearing.
Any additional or supporting evidence:	Monday 1 <sup>st</sup> June 2015 (to be confirmed). You are advised that additional paperwork received on the day of the appeal hearing will <b>not</b> be taken into account.
Letter from the Clerk informing you of the decision of the Independent Appeal Panel:	By Monday 15 <sup>th</sup> June 2015 <i>(to be confirmed)</i>

## **Get In Touch**

The Forest Academy

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