

Timetable for Admissions and Appeals process for Year 7 places for September 2018

Families apply through the Local Authority for a place at West Derby School using the LA equal preference scheme. Following this, the timetable below applies:

Thursday 1 st March 2018	National Offer Day
Thursday 1 st March 2018	Local Authority allocation letter sent to parents
Thursday 1 st March to Friday 13 th April 2018	<p>APPEALS PERIOD</p> <p>Parents who intend to appeal must contact the school, either by emailing the Clerk to the Governors, Ms McGarry on v.mcgarry@westderbyschool.co.uk</p> <p>or by telephoning the school office on 0151 235 1300</p>
Thursday 1 st March 2018	Notice of Appeal Forms available from school
Friday 13 th April 2018	<p>Closing date for Notice of Appeal Forms to be received by the school</p> <p><i>NB: The appeals window has been extended this year due to School being closed from Monday 26th March to Friday 6th April for the Easter break. There will be no one available to answer queries regarding the appeals process during this period.</i></p>
Week commencing 14 th May 2018	Appeal Hearings (ten school days' notice of appeal hearing to be given to parents). Appeals are arranged by an Independent Clerk and are heard by an Independent Appeals Panel
	The Independent Clerk sends decision letters to parents within five school days of the hearing wherever possible