

## Timetable for Admissions and Appeals process for Year 7 places for September 2017

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:

Wednesday 1 <sup>st</sup> March 2017	National Offer Day
Wednesday 1 <sup>st</sup> March 2017	Local Authority allocation letter sent to parents
Wednesday 1 <sup>st</sup> March to Friday 31 <sup>st</sup> March 2017	APPEALS PERIOD Parents who intend to appeal must contact the school, either by emailing the Clerk to the Governors, Ms McGarry on <a href="mailto:v.mcgarry@westderbyschool.co.uk">v.mcgarry@westderbyschool.co.uk</a>  or by telephoning the school office on 0151 235 1300
Wednesday 1 <sup>st</sup> March 2017	Notice of Appeal Forms available from school
Friday 31 <sup>st</sup> March 2017	Closing date for Notice of Appeal Forms to be received by the school
Between 22 <sup>nd</sup> and 24 <sup>th</sup> May 2017	Appeal Hearings (ten school days' notice of appeal hearing to be given to parents). Appeals are arranged by LCC Legal Services and are heard by an Independent Appeals Panel
	LCC Legal Services sends decision letters to parents within five school days of the hearing wherever possible