



Timetable for Admission Appeals for Tiffin School 2021

For entry to Year 7 in September 2021

Please note that some of these deadlines and the process for hearing appeals may change depending on the national situation as a result of Covid-19. Surrey County Council Appeals Service will inform parents/guardians on a case by case basis.

The School's Admissions Policy for entry in the Academic Year 2021-22 can be found here: [Tiffin School Admissions Policy 2021-22](#)

1 March 2021 - National Offer Day

Your local authority will inform you of the outcome of your application for a secondary school place. (Please be aware that this is the start of a period when offers are made and that further offers of secondary school places are made in the coming months.)

If a parent or guardian wishes to appeal against the decision not to offer their child a place at Tiffin School, they should email the Admissions Office requesting an appeal form. The Admissions Office email address is: Year7admissions@tiffin.kingston.sch.uk

29 March 2021

Appeal forms must be returned to the Surrey County Council Appeals Service (who organise the appeals for Tiffin School), by 29 March 2021.

Appellants will be sent notification of their appeal hearing at least 10 clear school days in advance of the hearing.

The Governors' written statement and appellants appeal forms will be sent to all parties (appellants, the school, panel members and clerk to the panel) at least 7 working days prior to the appeal hearing.

Having received the papers, the appellants and the school have the opportunity to present any additional evidence. Any additional evidence must be received no later than 5:00pm on the preceding three clear working days prior to the appeal hearing. If received after that date, the additional evidence may not be considered by the Panel.

18 May to 5 June 2021

The Appeal Panel aims to hear appeals for Tiffin School between these dates and no later than 16 June 2021 (30 school days).

Appeal Timetable for all other applications

This is the same for applications to all year groups - an appeal will be heard within 30 school days of an appeal having been lodged. The School Governors' statement and appellants appeal forms will be sent to all parties (appellants, the school, panel members and clerk to the panel) at least 10 clear school days in advance of the appeal hearing. Having received the papers, the appellants and the school have an opportunity to present additional evidence, but that additional evidence must be received no later than 5:00pm on the preceding three clear working days prior to the appeal hearing. If received after that date, the additional evidence or information may not be considered at the appeal hearing.