BROOKFIELD COMMUNITY SCHOOL
YEAR 7 SEPTEMBER 2013 ADMISSIONS TIMESCALE

Offer letters will be sent from Derbyshire County Council on 1st March indicating which secondary school has been allocated.

You may then decide that you wish to Appeal against this decision in order to gain a place at Brookfield Community School. To do so your reasons for appeal must be submitted in writing.
All appeals are heard by an independent panel with no relationship to the school.

You can appeal in one of two ways:

Paper Appeals – can come direct to the school. The appeal can be obtained via our website.
Paper appeals should be addressed to Mrs J Reynolds.

On-Line appeals – via the DCC website.
http://www.derbyshire.gov.uk/education/schools_colleges/school_admissions/appeals/default.asp

The closing date for appeals for decisions notified on 1st March 2013 will be Wednesday 27th March 2013.

Appeals received by 30th March 2013 will be heard by 17th June 2013.
(Appeals received after 30th March will be dealt with as outlined in the 'In Year Admissions' document.)

Appellants will receive at least 10 school days' notice of the appeal hearing.

The Clerk will send the school case to appellants at least five school days prior to the date of the hearing.

The deadline for appellants wishing to submit additional evidence is three clear school days prior to the date of the hearing.

The Appeals Clerk will ensure that decision letters are sent within five school days of the hearing, wherever possible.

If you require any additional information please do not hesitate to contact the school.