



# All Saint's Academy Trust (ASAT)

## Admission appeals

If your child is not offered a place at your preferred school, you can appeal against the decision.

You need to make an appeal within 20 days of receiving the decision letter or email.

If you are thinking of appealing a Reception place for September 2025, please watch this video:

<https://youtu.be/U9nnRicMHOk>

### Infant class size appeals

This applies to reception, year 1 and year 2 classes where classes are limited to 30 children. If you're appealing an infant size class limit, your chance of a successful appeal is limited.

An appeal can only succeed if the panel finds one of the following:

- admitting an extra child would not breach the class size limit
- your child would have been offered a place if the admission arrangements had complied with admissions law or were correctly and impartially applied
- the admission authority's decision to refuse a place was not one which a reasonable admission authority would have made in the circumstances of the case

### Appeal a decision

For most schools in Essex, you need to complete the online form.

You need to contact the schools not listed on the appeal form or are outside Essex.

<https://forms.essex.gov.uk/default.aspx/RenderForm/?F.Name=DS1vesZu1Gv&HideAll=1>

### Other ways to appeal

Download the appeal form if you're unable to make an appeal online.

<https://www.essex.gov.uk/Education-Schools/Schools/Admissions/Pages/Appeals.aspx>

### The appeal hearing

You will be invited to present your case to a panel of 3 or more people.

The appeal hearing lets:

- you explain to the panel why you think your child should be given a place at the school
- the admission authority explain why they refused your application

### After the appeal hearing

You will receive a letter with the panel's decision within 5 school days. The decision is final and binding on all parties.

If your appeal is successful, your child will be offered a place.

### Contact the Statutory Appeals team

Get in touch with the Statutory Appeals team if you need to:

- cancel your appeal
- amend any contact details already given
- submit any supplementary paperwork by post

Statutory Appeals Team  
PO Box 11  
Chelmsford  
Essex, CM1 1LX

Email: [statutoryappeals@essex.gov.uk](mailto:statutoryappeals@essex.gov.uk) (for enquiries only)

### Appeals timetable

**For children starting infant, junior or primary school from September 2025**

16 April 2025	National Offer Day - parents informed of outcome of application
20 May 2025	Deadline for lodging appeals to be heard before summer holidays
June to 1 July 2025	Appeals heard for those lodged by the deadline and where possible, for late appeals Last Day for term 22 <sup>nd</sup> July 2025 (PD Days 21 & 22 July 2025)
September 2025 onwards	Appeals heard for any appeals not heard before 22 July 2025

Contact to cancel your appeal, amend any contact details already given or submit any supplementary paperwork by post.

Address:  
Statutory Appeals Team  
PO Box 11  
Chelmsford  
CM1 1LX  
United Kingdom

Email: [statutoryappeals@essex.gov.uk](mailto:statutoryappeals@essex.gov.uk)