


Headteacher
Mrs Sophie Gosden



National Support School
designated by

National College for
Teaching & Leadership

Appeals for Year R, Academic Year, 2021-2022

The offer of a place in a school will be given by West Sussex County Council for places in Reception Year September 2021 on 16th April 2021, along with details of what you should do now.

If you have been refused a place at The Mill Primary Academy you have the right to appeal the decision by having your case heard by an independent appeal panel.

You can appeal online at:

<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-places/school-appeals-and-waiting-lists/#how-to-appeal> tab.

You are encouraged to lodge your appeal by 15 May 2021 to ensure that your appeal is heard before the end of the summer term 2020. If your child was refused a place at our school in writing they will automatically be placed on the waiting list. Waiting lists will be set up 20 school days after the allocation date. Waiting lists for our school are managed by West Sussex County Council and must be ordered by the same criteria used to determine the allocation. Waiting list will be held until 31st December. If you wish your child to remain on the list after this date you must contact the Pupil Admissions Team in writing or by email to confirm this.

If you do not want the school to which you have been allocated a place and wish to appeal for a place at The Mill Primary Academy but it was not one of your original preferences you must first make an application for the school by completing a form which is available at www.westsussex.gov.uk or calling 03330 142903. Only when you have been refused a place in writing can you appeal and have your child added to the waiting list.

Timetable for Appeals:

Appeals for applications made in the normal admission round must be heard within 40 school days from the deadline for lodging appeals. Late applications will be heard within 40 school days from the deadline for lodging appeals where possible or within 30 school days of the appeal being lodged.

You will be notified of the confirmed date of your appeal 10 days before it is heard.

In Year applications must be heard within 30 school days of submitting the request.

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