



Appeals Information

Parents of children not offered places will have the right to appeal to an Independent Appeal Panel. Information on the appeal process will be provided with the decision notification. If you wish to lodge an appeal please contact school, either:

- By email – lfitch@bisphamspencer.org.uk
- Post – f.a.o.- L Fitch – Bispham Spencer Academy, Bispham Drive, Toton, Notts NG9 6GJ
- Telephone – 0115 9137447

You will then be sent a proforma which you can complete and return, with supporting documents if appropriate. Appeals are heard by an Independent Appeal Panel but arranged by the school.

For a place in Year 3 for 2026/7

Appeals for year 3 for the upcoming September cohort, which are lodged before the deadline for on-time appeals, will be heard within 40 school days of the last date for on-time appeals, as detailed on our schedule which can be found below. Appeals which are lodged after the deadline will be heard within 30 school days of the date they were lodged.

The Independent Clerk to the Appeal Panel will give ten days' notice of the date of the appeal, in writing, unless parents/students agree to waive this notice to have the appeal heard sooner.

For an in-year admission

For applications for in-year admissions, appeals will be heard within 30 school days of the appeal being lodged. The Independent Clerk to the Appeal Panel will give ten days' notice of the date of the appeal, in writing, unless parents/students agree to waive this notice to have the appeal heard sooner.



APPEALS TIMETABLE 2026

Offer letter sent from LA to parents indicating allocated school for September 2026 entry.	16th April 2026 (or nearest working day after)
Parental right to appeal if your application was unsuccessful.	The deadline is 15th May 2026 . For all other in-year appeals the deadline is 30 school days after the date of receipt of the letter advising they are unsuccessful with their application.
School case for refusal	This will be sent to all appellants around 10 school days prior to the appeal hearing.
Deadline for appellants to submit any further evidence	To be received by the Independent Clerk a minimum of 5 school days before the date of the appeal.
Date of Appeal For year 3 appeals for entry in September 2026: For In-Year admissions:	Appeals will be heard during week commencing Tuesday 9th June 2026 . The appeal will be heard within 30 school days of the appeal being lodged.
Appeal outcome decision	The Clerk will send a decision letter to the appellant by 1 st class post within 5 working days of the appeals hearings.