

West Coventry Academy Admission & Appeals

Applications for a Secondary School Place - September 2017

If you would like to apply for a place in Year 7 starting in September 2017 you should apply to your home council by 31 October 2016. Contact School Admissions if you miss the closing date.

Applications for a Secondary School Place - any other time

If you would like to apply for a place to start at any time other than the normal point of intake you can find a form on the Coventry City Council website or phone them for a form (<http://www.coventry.gov.uk/admissions/> or 024 76833333).

School Admissions Policy

School Appeals

Appeals Timetable 2017

If you have not been offered a place at West Coventry Academy you have the right of appeal against the decision not to allocate your child a place. Accepting the place, you have been offered does not affect your right of appeal.

Appeals are heard by an independent panel. If you want to appeal for a place West Coventry Academy you should write to:

**Chair of Governors
West Coventry Academy
Nutbrook Avenue
Tile Hill
Coventry
CV4 9PW**

Timetable for hearing admission appeals	Closing date for receipt of your written appeal:	Your appeal will be heard by:
Students starting secondary school in September 2017	7th April 2017	30th June 2017
Change of school (application at any time other than initial intake)	20 school days after your outcome letter	30 school days after your appeal form is received.

Appeals received after the closing date will be heard within the schedule if possible. If the form is received after 30th June 2017 the appeal will not be heard until September 2017.

You will receive 10 school days' notice of the time and date of the appeal hearing.

Any additional documents you wish to submit in support of your appeal must be received by the clerk at least five days before the appeal hearing. Failure to do this may result in your appeal hearing being adjourned.