ST JOHN PAYNE CATHOLIC SCHOOL

2019/2020

Timetable for Admissions and Appeals for Children Starting Secondary School in September 2019

31st October 2018   **Closing date for applications.**
This is the last day for receipt by the Local Authority (Essex County Council) of the Common Application Form, either paper or online.

Your Supplementary Information Form (SIF) and Certificate of Practice from your Parish Priest (if applicable) must also be provided by this date and sent directly to St John Payne Catholic School.

Applications received after this date will normally be treated as late applications. You cannot apply online after this date.

1st March 2019   **National Offer Day**
Offer email/letters are sent to all Essex residents by the Local Authority advising parents of the outcome of their application.

If you do NOT receive an email/letter by 9th March 2019 you should contact the LA School Admissions Team on 0345 603 2200.

23rd April 2019   **Deadline for Lodging an Appeal**
Deadline by when appeals against a refusal of a place should be lodged if you want it to be heard before the end of the summer term.

An appeal form is available to download from the school website and must be returned directly to St John Payne Catholic School.

Appeal Hearings held at St John Payne Catholic School

19ᵗʰ June (Evening) & Appeals heard for those lodged by the deadline
20ᵗʰ June (Daytime) above and where possible for late appeals.

(Appeals for applications made within the normal admissions round will be held within 40 school days of the above deadline.
Appeals for late applications will be heard where possible within 40 school days of the above deadline OR within 30 school days of the appeal being lodged.)

September 2019 onwards Appeal hearings for any appeals not heard before the end of the summer term

Waiting List

The waiting list for St John Payne Catholic School is maintained by the Local Authority until 31 August 2019. Following that date the waiting list will be maintained by St John Payne Catholic School.