

In-Year Appeals – Frequently asked questions & statistics

Before you can make an appeal, you must first have applied for a place. Applications are made directly with the local authority. Once the application has been processed, you will receive a letter from the local authority advising you of the outcome.

If you are refused a place and are dissatisfied with the admission decision, you have the right to make a representation to an independent appeals panel. You may find the following information helpful when considering whether to make an appeal.

Infant class size

The Government has set a limit on the size of infant classes (Reception, Year 1 and Year 2), as described below. Appeals are very rarely upheld for infant classes because of this.

4.12 Admission authorities **must** provide parents with information on the limited circumstances in which an infant class size appeal can be upheld in order that they can make an informed decision about whether to submit an appeal.

2.15 **Infant class size** – Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the school year) **must not** contain more than 30 pupils with a single school teacher. Additional children may be admitted under limited exceptional circumstances. These children will remain an 'excepted pupil' for the time they are in an infant class or until the class numbers fall back to the current infant class size limit. The excepted children are:

- a) children admitted outside the normal admissions round with statements of special educational needs or an Education, Health and Care Plan specifying a school;
- b) looked after children and previously looked after children admitted outside the normal admissions round;
- c) children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;
- d) children admitted after an independent appeals panel upholds an appeal;
- e) children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance;
- f) children of UK service personnel admitted outside the normal admissions round;
- g) children whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil;
- h) children with special educational needs who are normally taught in a special educational needs unit attached to the school, or registered at a special school, who attend some infant classes within the mainstream school.

Should I appeal?

Where a place has been refused, this is because the academy believes that the admission of another child would prejudice the provision of efficient education or the efficient use of resources.

The role of the panel is to consider the reasons that an academy gives for why the child cannot be admitted and weigh them up against the parent's / carer's reasons for wanting a place at an academy. The panel also consider the information given on the application form, if an academy's admission arrangements complied with the mandatory requirements of the School Admissions Code, and whether those arrangements were correctly and impartially applied to the application.

Because any upheld appeal will result in an additional child being admitted, which could have health and safety implications and / or a harmful effect on the teaching and learning of all or some of the pupils at the academy, only those appeals with strong reasons are likely to be upheld. Appeals solely on the grounds of convenience of location are less likely to be upheld.

The figures on the next page show the number of appeals received for the last three years, both for entry at the start of Reception and for in-year appeals, and how many were upheld and rejected.

What should I put in my appeal?

It is important to put ALL your reasons for wanting a place on the appeal form. It is your responsibility to provide any supporting documentation, for example, letters from a hospital consultant / paediatrician or social services to support those reasons.

If you cannot submit all your documents when you submit the appeal, you can provide additional documents up to the deadline, which is five days before the hearing. If you provide additional documents after the deadline or on the day of your appeal, the panel may be unable to consider them, or they may defer your appeal to another date. The panel cannot consider documents submitted after the hearing has taken place.

If my appeal is refused, can I appeal again?

If you are unsuccessful in your appeal, a second appeal will only be considered for the same academic year if there has been a significant change in your circumstances because of which a new application has been accepted.

Key:

Lodged: number of appeals made

Upheld: appeals found in favour of the appellant

Rejected: appeals found in favour of the Academy

		2026 Year 7 entry	2025 Year 7 entry	2024 Year 7 entry	In-year 2025-2026	In-year 2024-2025	In-year 2023-2024
Dixons Allerton Academy	Lodged	1	0	0	13	7	1
	Upheld	0	0	0	1	0	0
	Rejected	1	0	0	12	7	1
Dixons Music Academy	Lodged	1	0	5	8	3	3
	Upheld	0	0	0	0	0	0
	Rejected	1	0	5	0	3	3