

## Appeals for Entry in 2020

Parents/carers wishing to lodge an appeal must send a written request for an Appeals Pack to;

Head of Admissions  
The Greenshaw Learning Trust  
Grennell Road  
Sutton  
SM1 3DY

Email: [mfrancis@greenshawlearningtrust.co.uk](mailto:mfrancis@greenshawlearningtrust.co.uk)

Please ensure that you include the following information in all correspondence;

The name of the school for which you are appealing  
Student's name and date of birth  
Parent/Carer's name  
Full postal address and contact telephone number

### Deadlines for lodging appeal forms and supporting evidence:

#### Secondary Schools

Name of School	Deadline for lodging an appeal	Appeals will be heard
Orchard Park High School	Friday 24 <sup>th</sup> April 2020	Within 40 school days of the appeals deadline

### Notice of the appeal hearing

The Clerk to the Independent Appeals Panel will write to you giving you the date and time that your appeal hearing will be held. You will receive at least 10 school days' notice of the allocated appeal hearing date, time and location.

**Notice of appeal outcome will be sent within five school days of the hearing wherever possible.**