

**OLYMPUS ACADEMY TRUST  
COHORT 18**

<b>Admissions and Appeals Timeline September 2018 intake</b>	<b>Secondary</b>	<b>Primary</b>	<b>Post 16</b>
Deadline to apply for a place	31 <sup>st</sup> October 2017	15 <sup>th</sup> January 2018	Applications will be considered up to the 1 <sup>st</sup> September 2018. However, to ensure a place on preferred courses, applications must be made to the Head of Post 16 by the 31 <sup>st</sup> January 2018. Final offers will be made following confirmation of exam results in August
Notification of allocation by Local Authority	1 <sup>st</sup> March 2018	16 <sup>th</sup> April 2018	
Deadline to return form to Local Authority	15 <sup>th</sup> March 2018	30 <sup>th</sup> April 2018	
Deadline to return letter of appeal to the school (20 school days after offer of place)	12 <sup>th</sup> April 2018	15 <sup>th</sup> May 2018	
2 <sup>nd</sup> round of allocations	May 2018	May 2018	
Deadline for appeals to be heard (40 school days after the deadline to lodge appeals)  Parents will be given at least 10 school days' notice of date of appeal hearing, and will be sent the paperwork at least 5 school days before the appeal. Please note that additional evidence submitted within 5 school days of the date of appeal may not be considered by the panel (as this does not allow the Clerk time to copy and circulate the evidence)	15 <sup>th</sup> June 2018	17 <sup>th</sup> July 2018	
Stage 1 – group appeal meeting	Date to be fixed as required	Date to be fixed as required	To be arranged as required
Stage 2 – individual appeal meetings	Dates to be fixed as required	Dates to be fixed as required	
Decision letters sent to parents	Within 5 school days of the final appeal hearing	Within 5 school days of the final appeal hearing	