



Admissions Appeals Process 2025-26

Where a student is not offered a place at Knutsford Academy there is an appeal process. You can see the timeline for this process below.

A Parent/Carer must fill in an appeal form and this must be completed and submitted to the Academy within **20 school days** of notification. An appeal form can be downloaded from the admissions page on our website. If you are appealing for more than one child, please complete a separate form for each child.

We would advise you to wait until after March 20th for submitting an appeal as you may be offered a place as parents decline their offers. The deadline for appeals to be submitted is March 28th.

Appeals must be heard within 40 school days of the deadline for lodging appeals. Appeals will be heard by an independent panel in coordination with Cheshire East.

A “school day” is defined as any day in which the Academy is in session. This means that all weekends, bank holidays and school holidays are not counted. For example, an appeal made following a rejection of a place on national offers day will be as follows:

DATE	PROCESS
3 March 2025	National Offers Day. 3 March counts as school day 1 in the timeline.
17 March 2025	Deadline for parents to accept or decline offers of school places. Waiting lists prepared and vacancies allocated.
31 March 2025	Deadline for lodging an appeal. (This is 20 school days from notification).
April 2025 onwards	Appellants will receive at least 10 school days’ notice of the appeal hearing date.
16 June 2025	40 th school day from deadline for lodging appeal and last day by which on time appeals must be heard.
25 June 2025	Latest date by which written notification of the outcome of any appeal would be sent to appellant within five school days of the appeal hearing.
Late Appeals	Within 40 days of appeal closing date where possible or 30 school days of appeal being lodged.