How to enter Admissions Appeals data

A7

Pupil Census 2023/24

For selected Academies, Voluntary Aided and Foundation Schools.

Does not include Nursery or Special Schools
(January Census only)

Information about admissions appeals is only required from schools and academies who were responsible for their own admission appeals against non-admission during the **2023/24** academic year. This would include all Voluntary Aided and Foundation schools, as well as all Academies excepting AP Academies, AP Free Schools and Academy Special Schools. Schools which have recently converted to Academy status should still complete these panels as long as the conversion took place before January census day.

Even if a school has contracted another agency, such as their local authority, to administer their admissions appeals process, they must still complete the admissions appeals panels in the census if they have a governance of either Voluntary Aided, Foundation or Academy.

Where your school operates arrangements jointly with other schools, your return will include appeals for your school only.

Note: Appeals lodged on or after the 1 September 2023 are **not** to be included. Nor is information required about in-year appeals, just those that relate to entry at the start of the academic year. Only appeals organised by the school's governing body are included.

Data is entered manually into the Admissions Appeals panels of the census. This data is only collected in the January census return.

Primary Admissions Appeals panel
Primary and all-through schools should include admission appeals for infants **both** in this panel and **also** in the separate infant admissions' appeals panel.

Infant Admissions Appeals panel
Only Infant Appeals should be recorded in this panel.

Secondary Admissions Appeals panel
There is only one Admissions Appeals panel for secondary schools

Admission appeals lodged

Total number of admission appeals lodged by parents between March 2023 and August 2023 against non-admission to the school for the start of the academic year beginning September 2023.

The following should be included:

Appeals lodged as "refusal to admit for academic year 2023/24" should be included as long as the appeal was lodged before the 1st September 2023. This will include totals for:

- Appeals lodged prior to 1st September, where the hearing and/or decision took place after that date
- Appeals not pursued to the hearing stage, and those not resolved
- Appeals that did not reach a hearing because a place became available (at your school or another) which was accepted by parents

Note: All subsequent admissions appeals figures should be subsets of the number of appeals lodged.

Admission appeals withdrawn

Total number of admission appeals withdrawn by parents before reaching an independent appeals panel. This figure should include appeals that did not reach a hearing because a place became available and was accepted by the parents.

- Total number of admission appeals **heard** by Independent Admission Appeals Panel.
- Total number of admission appeals heard by Independent Admission Appeals Panel and **decided** in parent's favour by an independent appeals panel.
- Total number of admission appeals heard by Independent Admission Appeals Panel and **rejected** by an independent appeals panel.