



Appealing for a Place at Godinton Primary School

In Year Appeals

If you have not been offered a place following an in-year application, the law entitles you to appeal to an Independent Appeal Panel. Although engaged by Kent County Council, this panel is completely independent of the school and the Local Authority and acts with impartiality.

If you wish to appeal, please use [this link](#) to complete your appeal online. This will take you to the KCC appeals website where you will find the link to the In Year Admissions Appeal Form for In Year Admissions (scroll down the page).

It is highly recommended that you download the [Guidance Document for Parents](#) about appeals which you should read before you complete the appeal form. This guidance provides information about how to include evidence or supporting materials with your appeal and the need to state the grounds of your appeal at the time you lodge your appeal. It also provides further guidance on the timeline for all aspects of the appeals process, a brief outline of which is provided below.

All in-year appeals will be heard within 20 school days of the appeal form being lodged.

- **Last day for lodging appeal forms** – 20 school days after the decision letter informing you that you had not been offered a place.
- **Invitation letter giving details about your hearing will be sent by the Clerk to the Independent Appeal Panel** – at least 10 school days before the hearing.
- **Closing date for any additional supporting evidence** – at least 5 schools days before the hearing date
- **Letter from the Clerk informing you of the decision of the independent appeal panel** – Parents will receive notification of the outcome as soon as possible after the hearing. This is usually within five days.

Enquiries about the process can be directed to appeals@kent.gov.uk

Appeals regarding entry into primary school (reception classes) for September 2025

If you have been refused a place for your Reception child into our September 2025 cohort, you can appeal against that decision. You can lodge an appeal between 16th April and 20th May 2025. Further information about this can be found in the KCC booklet 'Admission to Primary School in Kent 2025'. This document will be available on the KCC website in early November.