

SCHOOL ADMISSION APPEALS CODE 2022
POLICY STATEMENT

Following a successful completion of the Parliamentary Process, the new School Admission Appeals Code 2022 came into force on 1 October 2022. The new Appeals Code makes changes to allow appeal hearings to be held in-person, hybrid or remotely by video conference, and in certain limited circumstances, by telephone.

The new code is entirely discretionary and places the decision on Admission Authorities to decide how appeal hearings are to be heard. For Southampton Admission Authorities, this Policy Statement will be in force for all Appeal Hearings heard under the School Admission Appeals Code 2022.

- Appeal Hearings will be heard face-to-face at the Civic Centre, Southampton unless there is good reason on the facts of the individual case, to switch to a fully remote or hybrid meeting.
- Good reason to switch to a fully remote or hybrid meeting and where it would be appropriate to do so would be considered on the facts of the case but may include: -
 - If a Panel Member, the Presenting Officer for the School or a Parent /Guardian was unable to attend due to unforeseen circumstances.
- A change of hearing venue may occur (including but not limited to) in circumstances such as the need to make reasonable adjustments for any party to the appeal hearing who could not attend in person. Examples of this would be:-
 - Equalities Act Grounds
 - Illness such as Covid, Flu or other medical conditions short of disability where you could not attend in person but could otherwise participate in the hearing.
 - Inclement weather such as severe storms, snow or flooding that would make travel to an appeal hearing unreasonable and it is not appropriate to re-schedule or delay the hearing having regard to the need to comply with statutory timeframes for hearing appeals or a child not being in a school.
- All 3 Panel Members and the Clerk to the hearing should normally attend by the same means, ie all 3 in the same room with the Clerk or all remote with the Clerk, except in exceptional circumstances where this cannot happen and the only other alternative would be to cancel the appeal.

Useful Information:

The School Admission Appeal Code 2022 can be found here:

<https://www.gov.uk/government/publications/school-admissions-appeals-code>

Non Statutory Guidance for Admission Authorities, Clerks and Appeal Panels, and Parents and Guardians can be found here:

<https://www.gov.uk/government/publications/admission-appeals-for-school-places>