

**ST BENEDICT'S CATHOLIC COLLEGE**  
**2024/2025**

**Timetable for Admissions and Appeals for Children Starting Secondary School**  
**in September 2024**

- 31<sup>st</sup> October 2023**    **Closing date for applications**  
This is the last day for receipt by the Local Authority (Essex County Council) of the Common Application Form, either paper or online.
- Your Supplementary Information Form (SIF), if applicable, must also be provided by this date and sent directly to St Benedict's Catholic College.
- Applications received after this date will normally be treated as late applications.***
- 1<sup>st</sup> March 2024**    **National Offer Day**  
An offer /refusal letter is sent to all Essex residents by the Local Authority advising parents of the outcome of their application. An email will also be sent to those who applied online, and who have requested it, which will confirm the outcome of their application.
- If you do NOT receive a letter by 9th March 2024 you should contact the LA School Admissions Team on 0345 603 2200.**
- 28<sup>th</sup> March 2024**    **Deadline for Lodging an Appeal**  
Deadline by which appeals against a refusal of a place should be lodged if you want it to be heard before the end of the summer term.
- An appeal form is available to download from the college website and must be returned directly to St Benedict's Catholic College.
- 13<sup>th</sup> May 2024**    Additional information/evidence to support the appeal must be received by this date. Any information submitted after this date may not be considered at the appeal hearing.
- 10<sup>th</sup>–12<sup>th</sup> June 2024** Planned dates for appeals to be heard for those lodged by the deadline above and where possible for late appeals.
- (Appeals for applications made within the normal admissions round will be held within 40 school days of the above deadline. Appeals for late applications will be heard where possible within 40 school days of the above deadline OR within 30 school days of the appeal being lodged.)
- September 2024 onwards**    Appeal hearings for any appeals not heard before the end of the summer term.