



School Admission Appeals

Introduction

Complaints about school admissions should be brought to the attention of the relevant Local Authority (LA) first, but complaints about admission appeals can be brought straight to us.

What we can do

We can:

- Look at complaints about school admissions procedures in Wales and the admissions appeals process;
- Look at complaints from parents who consider an LA has implemented its school admissions procedure unfairly;
- Look at complaints from parents who consider an Admissions Appeal Panel has acted improperly.

If you wish to complain to us, please do so as soon as possible.

What we cannot do

We cannot:

- Compel an LA to offer your child a place at a school;
- Overturn the decision of an Admissions Appeal Panel – however, if we believe the Panel hearing was improper or unfair, we may recommend that the appeal should be heard by a new Panel;

- Look into admissions or appeals involving Independent schools.

Issues to bear in mind

- A child does not have an absolute right to a place at their parents' preferred school;
- LAs must use their 'over-subscription criteria' to prioritise applications when there are more applications than places available at a school. Generally speaking, there can be no more than 30 children in an infants' class;
- Appeal panels are independent of the LA and hear the cases of both the LA and the parents;
- Appeal panels have to decide whether the parents' reasons for preferring the particular school outweigh the prejudice caused to the school if it admitted their child.
- When you complain to us, you **must** provide a copy of the Appeal Panel's decision on your appeal. We cannot consider a complaint until you have received the decision letter and provided a copy of it to us. Where possible, please also provide the documentation which was considered by the Panel during the appeal.

Further information

LAs and Admission Appeal Panels must have regard to the Statutory Codes on School Admissions and Appeals. Copies may be downloaded from the Welsh Government website

<https://gov.wales/school-admissions-code>

<https://gov.wales/school-admission-appeals-code>

Contact us

If you are not sure whether we would be able to look into your complaint, please [contact us](#) on 0300 790 0203.

Also available in Welsh.

Easy Read

School Admissions and Appeals

