



Reference: FOI3864

**Request:**

I would like information on schools appeals team. Who picks them when parents are appealing to get into high school

**Response:**

The School Admission Appeals Code sets out how appeals panels are to be set up  
1.5. The admission authority, or the clerk acting on behalf of the admission authority, must appoint an independent appeal panel that is comprised of a chair and at least two other panel members. A panel must consist of the following persons with at least one from each category: a) lay people (someone without personal experience in the management of any school or provision of education in any school (except as a school governor or in another voluntary capacity)); b) people who have experience in education, who are acquainted with educational conditions in the local authority area, or who are parents of registered pupils at school.

1.6. Admission authorities must ensure that panel members are independent and retain their independence for the duration of their service.

In North Tyneside the clerks to the appeals panel maintain a list of volunteers who have offered to sit on admission appeals panels. We regularly advertise for members of the public to volunteer to serve on appeals panels in North Tyneside and all panel members receive training before they can sit on an appeal panel. This training meets the requirements set out in the School Admissions Appeals Code.

At this time of the year the clerks develop a timetable of appeals and then invite the pool of panel members to let us know which appeals panel they are available to sit on. Depending on the number of volunteers available for each hearing the clerks pick three panel members making sure that the make up of the panel matches the requirements of the school admissions appeal code whilst sharing the number of appeals panel meetings around the panel members.

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