



Ark Dickens Primary Academy

In Year Admissions

Applications made to any year group outside the main admissions round (In-Year admissions) should be made directly to Admissions at Portsmouth City Council.

If you wish to apply for a place, please complete the application form ([link to application form](#))

Parents/carers will be informed of the outcome of their application within 15 school days. If a place is refused the child will be added to the waiting list, the position on the waiting list will be determined according to the oversubscription criteria in the School's Admissions Policy.

If refused a place, the parent/carer has the right to appeal the decision.

If you wish to appeal, please click here for the [appeal form](#)

For primary appeals, please first read this **guidance about infant class size appeals**

Appeal panel hearings will take place within 30 school days of receipt of the appeal. Parents/carers will be notified of their appeal hearing date by the independent appeal panel clerk.