

**CROYDON INDEPENDENT APPEALS SERVICE  
CHARGES FOR 2020/21 FINANCIAL YEAR  
(from 01/04/2020-31/03/21)**

**(all prices quoted are subject to the addition of VAT @ 20%)**

**Admission Appeals Charges for: Academies & Non-Community Schools (all referred to as Admission Authority/AA)**

**Admission Appeal added to a scheduled hearing day where there are appeals for more than one admission authority (AA): £110.00 per appeal (excluding VAT), including those which are withdrawn, offered or invalid appeals**

- 1 appeal scheduled on hearing day: £360 charge excluding VAT
- 2 appeals scheduled on hearing day: £185 charge per appeal excluding VAT
- 3 appeals scheduled on hearing day: £127 charge per appeal excluding VAT
- 4 or more appeals scheduled on hearing day: £110 charge per appeal excluding VAT

All including standard refreshments (see note on page 2)

**Stand-alone appeals for one AA: Where its necessary to hold a separate hearing day for one admission authority (AA) there is a minimum charge as follows, which includes those which are withdrawn offered or invalid appeals:**

- 1 appeal scheduled on hearing day: £360 charge excluding VAT
- 2 appeals scheduled on hearing day: £185 charge per appeal excluding VAT
- 3 appeals scheduled on hearing day: £127 charge per appeal excluding VAT
- 4 or more appeals scheduled on hearing day: £110 charge per appeal excluding VAT

All including standard refreshments (see note on page 2)

**Rescheduling an appeal hearing: an additional £110.00** for any appeal that has to be rescheduled or is adjourned to another scheduled day for any reason. Any additional costs incurred for services/venues that cannot be cancelled in time will also be charged to the AA.

**Venue & refreshments (where charged for):** charges will be advised once booked.

**Interpreters:** where an appellant has requested an interpreter to be provided for the hearing this will be arranged by CIAS via the Council's interpreting service and will be charged to the AA at cost price. In order to avoid delays during the hearing, the interpreter will usually go through the hearing papers with the appellant prior to the hearing start time.

## Notes

**1) Fixed costs of appeal service:** the costs for the appeals service are fixed. There are no reductions in our costs under circumstances when a particular appeal is cancelled, withdrawn or invalid and the hearing does not take place.

**2) Written AA statement and representation at the hearing:**

The above charges do not include providing the admission authority with a written statement in response to the appeal, and do not include representation of the admission authority at the appeal. The appeals service does not provide those services. Those services may be obtained from separate independent sources.

**3) Standard refreshments:**

Are provided for panel members & the clerk in the hearing room. Panel members are volunteers and are not paid a fee for carrying out their role.

Only bottled water will be supplied as standard in the AA waiting room. If the admission authority staff attending the hearing require other refreshments they must request that by e-mail to the CIAS at least 5 working days before the hearing day. The refreshments requested will be charged to the AA at cost price.