

Essex County Council
Schools, Children and Families Service
PO Box 297, County Hall
Chelmsford, Essex
CM1 1YS

Mr J Higham
'What Do They Know'

Your Ref:
Our Ref: ECC-005744-10

9th August 2010

**Re: Freedom of Information Act request regarding Infant Class Size Appeals for
September 2009 at Great Chesterford School.**

Dear Mr Higham,

You have requested copies of all internal and external communication:

- including email/paper correspondence
- Clerk/Panel minutes, meeting papers
- Handwritten review notes
- Criteria and all information relating to how/why final the decision was reached

Below I have reproduced text from the School Admission Appeals Code

2.41 The notes of the proceedings of appeal panels are not subject to the Freedom of Information Act 2000. Where the notes are held for administrative purposes by an admission authority which is subject to the Freedom of Information Act 2000 (for example, where a local authority's legal department retains the notes on file, or the notes are retained in a school office) there is no obligation for the admission authority to comply with a request for copies of the notes.

In this situation, either:

- a) the admission authority will hold notes on behalf of the panel, in which case the notes will not be held by the authority for the purposes of the Freedom of Information Act; or*
- b) the notes will fall within the exemption applying to court or tribunal records.*

The full document can be accessed here: www.dcsf.gov.uk/sacode

more.....

In accordance with the Freedom of Information Act this letter acts as a refusal notice as we are applying the FOI exemption S.32, this is an absolute exemption and does not require a public interest test. Further detail from the Information Commissioner on S.32 exemption can be found here: [Information contained in court records](#)

If you are not satisfied with my response to your request, please let me know. If I am unable to resolve the issue immediately, I will explain our complaints procedure. If after following our complaints procedure, you are still not satisfied, you are entitled to ask the Information Commissioner to review our decision. You can contact him at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, telephone 01625 545700.

regards

Kim Acreman

Access to Information Officer

Tel: 08457 430 430

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