

## Membership Appeals Procedure

If you have not been granted membership you have the right to appeal against this decision.

This appeal mechanism is not available if you have only been deferred - at this point you have the right to send additional information and have a further assessment of your application. Please go to the 'Deferred Applicants' page using the menu on the left of this screen for more information about this.

There are two grounds on which you can appeal:

- 1 - That the Membership application procedure has not been correctly followed
- 2 - The application has not been fairly and properly assessed against the published criteria

Disagreement with the Membership secretary's decision or new information that you want to submit are not grounds for appeal.

### How to appeal

- You must send your appeal within two months of the date of the letter telling you were unsuccessful
- You should write and send your appeal care of the Membership Secretary at BAPT office address.
- You should tell us why you are appealing (on which grounds)
- You can make a comment on information in the application or assessment report, but you must write no more than 600 words about this
- Sorry, but we can't accept letters from third parties, such as your supervisor or line manager

© **British Association of Play Therapists (BAPT) 2022**

Registered Charity Number: 1115673

Registered Address: 1 Billing Road, Northampton, NN1 5AL

07955-204068

## What happens next

- We will acknowledge receipt of your appeal letter
- We will then send your appeal letter and all documentation relating to your application to the BAPT Board Of Directors
- They will then advise us of the outcome and we will then forward you their findings along with a copy of their report.
- The decision of the Board is final.
- If your appeal is successful this does not necessarily mean you will become a Member - it really depends on what your appeal is about and what the findings of the panel are. We will let you know what it means for you when we send you the outcome of the appeal.
- If your appeal is unsuccessful, you can still apply for Membership again, but you will have to wait until 12 months from the date of letter telling you that your resubmission was unsuccessful. If you send your application in before this date, we will return it to you. If you do apply again, remember to tell us about this on the application form and send copies of any letters requested. This will be treated as an entirely new application.

