

Admissions Committee Meeting Minutes

16/06/2025

Present: Tim Fettes, Jo Steel, Jon Hutchinson, Andi Williamson and Jo Griffith

Apologies: Sarah Lawson

Applications discussed:

1. New applications for next academic year – table shared
2. In Y2 (2025/25) we have 1 pupil leaving and 1 place offered so remain at 25.
3. In Y3 (2025/26) we have 1 pupil leaving and a possible 2 other leavers but not confirmed yet.
4. In Year 4 (2025/26) we have received an application under Category 2 – Social and Medical. This child currently has a sibling in school. The committee reviewed the letter from the paediatrician and letter from parent accompanying the application. It was agreed that further evidence was required. And information requested from current school.

AOB:

- Parent meeting for new Reception class parents well attended. Information packs provided. 30 pupils on list. Transition programme underway.
- Committee thanked Mrs Poulter for her additional work in the absence of Mrs Lawson.

Actions:

1. Jo G to contact parents in current Y2 who may be leaving and ascertain their position.
2. Jo G to contact current school and parent of Cat 2 applicant to request further evidence.
3. New Reception Class details to be added to Arbor once information sheets returned.