

Holy Trinity CE Primary School, Sunningdale

Minutes from the Admissions Committee Meeting – 7th November 2023

Present: Mrs J Griffith, Rev J Hutchinson, Mrs A Williamson, Mrs S Lawson (Clerk)

In Attendance: n/a

Apologies: Mr B Aherne, Mr T Fettes, Mrs J Steel

New In Year Application

A new application had been received for Class 2:

1 x category 6

The year 2 class was already full and the committee was unable to offer a place. The application was refused on the basis that the class is at the maximum infant class size.

Year 1 Place

SL confirmed that a place had become available in Year 1 for January 2024. The committee agreed for SL to offer the place to the first applicant on the waiting list and to offer to the next place and so on if the place isn't accepted. SL said she would agree the order of the list with JG before offering the place.

Admissions Policy Annual Review

AW told the committee that the Admissions Policy had been updated and sent to the Diocese for review but as yet no feedback has been received.

SL to keep trying to contact Gordon to confirm who should be checking the policy at the Oxford Diocese (has been sent to Katie Paxton).

Once feedback is received, AW will send the policy to the RBWM Admissions team for checking and then to Governors by email for ratification. There are no material changes to the policy this year.

Any Other Business

There was no further business.