

Holy Trinity CE Primary School, Sunningdale

Minutes from the Admissions Committee Meeting held on 12th June 2023

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

In Attendance: Mrs J Steel

Apologies: Mr B Aherne, Mr T Fettes

Appeal Feedback

Rev JH explained that an appeal had been heard for Year 3 September 2023 earlier in the morning and that feedback would be received later in the day.

New Applications for September 2023

The Committee considered 14 new applications for entry in September 2023. All applications were refused on the basis that all KS1 year groups are already at the maximum infant class size and all KS2 year groups are at the maximum number agreed with the local authority.

AW asked SL to send out letters to parents explaining the decision and with an option to be added to the waiting list for the next academic year.

Offers over the Summer Period

The Committee authorised SL to make offers from the waiting list over the summer period should there be any leavers. AW agreed to review and agree the order of the waiting list prior to any offers being made.

Any Other Business

SL told the Committee that the school had been approached by a gentleman who is newly hosting a Ukrainian family. The address is in catchment and the family is seeking a Year 1 place. SL checked with the RBWM Admissions team to see if any exceptions are currently allowed for Ukrainian refugees. The team confirmed that Ukrainian refugees are to be treated as residents and the Admissions Policy should be applied in exactly the same way. There is no exception to infant class size regulations for Ukrainian refugees. AW asked SL to refuse the application if made, on behalf of the committee, as the class is currently at the maximum infant class size.

There was no further business.