

Holy Trinity CE Primary School, Sunningdale

Minutes from the Admissions Committee Meeting held on 10th March 2021

Present by Microsoft Teams: Mr B Aherne, Mrs A Boaler, Mrs J Griffith, Rev J Hutchinson, Mrs B Moss, Mrs S Lawson (Clerk)

In Attendance: Mr P Grover, Mr T Fettes, Mrs A Williamson

Apologies: n/a

Declarations of Interest

There were no declarations of interest.

Reception Class Intake - September 2021

BM explained that RBWM had sent the annual list of applications for Reception Class 2021 for ranking, according to the oversubscription detailed in the Holy Trinity Admissions Policy. SL had ranked the list which had been checked by JG, BM and AB and all queries resolved and agreed. BM explained that she had also gone through the list with AW in preparation for checking next year. The Committee agreed that the process was thorough and that the ranked list could be returned to RBWM.

Action – SL to return the ranked list to RBWM.

Catchment Map

Whilst resolving queries when ranking and checking the 2021/22 list of Reception applications, it has become apparent that the catchment map is unclear at the boundaries, may be inconsistent with the RBWM catchment area and will also be affected by building in the near future, particularly in the area around Larch Avenue.

Action - SL to set up a Boundary Committee tasked with working through the boundary issues with a view to producing a clear and definitive map. JH, AB and AW all agreed to take part.

Action – JH to ask the Diocese for a copy of the map of the ecclesiastical parish of Sunningdale.

Action – PG to ask Sunningdale Parish Council for a map of the parish.

In-Year Application

The committee considered a Category 6 in-year application for Reception Class. The application was refused on the basis that the year group is already at the maximum infant class size. SL sought clarification from the Committee that the Category should be 6 for out of catchment in year applications, where the applicant owns a house in catchment to which they will be returning. The

Category will change to 4 only once the child is resident. The Committee agreed this was correct and consistent with policy for in-year applications.

Deferred Entry to Reception Class

BM explained that it had come to light that the process for deferring application to Reception class for summer born children had become unclear, as both RBWM and Diocesan advice is more in line with future rather than current statutory guidelines. BM presented a document explaining how requests to seek permission to apply for Reception Class out of year group will be dealt with by school and the Committee, until future legislation makes this clearer. The Admissions Committee agreed with and approved the process presented. The next Admissions Policy update (2023-24) will include this amendment.

Action – BM to update all Governors at the next FGM.

AOB

There were no further items for discussion.