

Holy Trinity CE Primary School, Sunningdale

Minutes from the Admissions Committee Meeting held on 6th December 2018

Present: Mrs B Moss, Mrs A Boaler, Mrs P'O Brien, Mr B Aherne, Mrs S Lawson (clerk)

In Attendance: n/a

Apologies: Rev J Hutchinson, Mrs J Griffith

Declaration of Interest

There were no declarations of interest.

In-Year Applications

The Committee considered a new Category 4 application for Year 5. Although two spaces have just become available, one of these has been offered and accepted by a Category 3 applicant from the waiting list and the other has been offered to a Category 3 applicant. The Category 4 application was refused on the grounds that the class will be full if the Category 3 applicant accepts the place.

The Committee agreed that the Category 4 application will be the first on the waiting list should another space become available, if no other applications are received in the meantime.

Format of Admissions Policy

Mrs Moss explained that feedback on the Determined Admissions Policy from the Diocese asked that the two documents which currently make up the Admissions Policy be combined in to one document. The committee agreed to do this and recirculate to Governors via email, explaining that no words comprising the policy have been changed and that this has been done at the request of the Diocese Admissions and Appeals Officer. The document will be renamed 'Admissions Policy and Guidance Notes'.

AOB

There was no further business.