

Holy Trinity CE Primary School, Sunningdale

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

Present: Mrs S Sleigh (Chair), Mrs A Boaler, Mrs P'O Brien, Mrs S Hynard

Rev J Hutchinson, Mrs B Moss, Mrs S Lawson (Clerk)

In Attendance: n/a

Apologies: Mrs J Griffith, Mr R Pelly

Declarations of Interest

AB declared an interest in applications from a family known to her well. AB offered to take no part in discussions of the relevant applications.

Admissions Reception Class 2018/19

SL told the Committee that the Reception Class is currently full with a waiting list. AB asked whether the numbers were still 31 (due to RBWM maladministration) or had reduced to 30. SL reported that the post response list had reduced to 30 pupils due to a family moving away. SL also highlighted that twins are at the top of the waiting list and so if a space becomes available and twins were admitted, Reception class size would be 31, exceeding the maximum for an infant class size.

In Year Admissions

SS ran through the applications for each year group for September 2018/19. The Committee agreed to offer a place to a Category 4 applicant for Year 4 in September 2018/19. All other year groups are full and applications refused on the grounds that classes are at the legal maximum or at or above the Indicated Admission Number agreed with the Local Authority. POB asked that the refusal letters to Year 3 applicants mention that numbers might be increased for Year 3 classes further to the next Full Governing Board meeting.

Increase to Year 3 (2018/19) Indicated Admission Number

The Committee agreed to propose to the Full Governing Board on 4th July 2018, that places for Year 3 (2018/19) be increased with effect from September 2018. POB will check the implications of the figures on the School Net Capacity document with the Local Authority to ascertain whether the proposed number will be 59 or 60. POB will also clarify if there are implications to exceeding the maximum net capacity figure (e.g. due to admissions via Fair Access or being a named school on an EHC plan).

BM asked for there to be communication to year group parents about the increase.

POB said this would happen if the Governing Board agreed the proposal along with other changes to this particular year group. BM asked that the reasons for any year group changes be made clear to parents to maximize understanding of any changes required.

AOB

There was no further business.

Next Meeting

The next meeting of the Admissions Committee will be at 7pm on 4th July 2018. The purpose of this meeting will be to discuss the Admissions Arrangements for 2020/2021 further to the Diocesan Admissions briefing on 2nd July and to review admissions activity for 2017/18.