

Holy Trinity CE Primary School, Sunningdale

Minutes from the Admissions Committee Meeting held on 9th May 2018

Present: Mrs S Sleigh (Chair), Mrs A Boaler, Mr R Pelly, Mrs P'O Brien,

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

In Attendance: n/a

Apologies: Mrs S Hynard, Mrs J Griffith

Declarations of Interest

No declarations of interest were made.

Appeal Feedback

RP gave some feedback from the last appeal. He mentioned that very occasionally, a Governor Statement for Part 2 of the Appeal Hearing may be necessary to enable the Presenting Governor to respond clearly to the peculiarities of a particular case. During the last appeal, it wasn't clear when this information should have been presented. RP said he is happy that the school appeal statement works well in its current form.

Reverend Jon confirmed to the meeting that he will present future appeals on behalf of the school. AB to discuss with SH whether she is able to support Jon with this.

Appeal Briefing Feedback

AB, Rev Jon, BM and SL attended the Diocesan Appeals Briefing on April 25th. They reported that the session was useful training and the Appeals Code is from 2012 and so remains the same. This is relevant to the September 2018 intake at Holy Trinity School.

Update on September 2018 Intake

SS advised the meeting that due to maladministration by the RBWM Admissions Department, Reception Class has been allocated 31 pupils for September 2018. A key point noted during the Appeals Briefing on 25th April 2018 was that schools are not obliged to accept in excess of 30 pupils in Reception class in the event of a mistake on the part of a local authority. Schools can decline extra pupils in this case and may even require the local authority to withdraw places already offered if they choose to do so.

The Admissions Committee agreed to accept the current list as it stands rather than opt to cause considerable upset to families at such a crucial time. The post response list may reduce to 30 or below through the natural process of families accepting and refusing places. SL explained that the post response and waiting lists will be sent to the school after 21st May 2018. The Committee asked that in the event that the intake list remains at 31, the school should seek a formal statement from the RBWM Admissions Department about the reason for the over allocation. This may be presented at future appeals if needed.

POB highlighted an extra pupil for Holy Trinity School is inconvenient but also has a wider impact on other local schools which may have spaces.

In Year Admissions

The Committee considered two applications received for July 2018. A Reception place was refused on the basis that the class is already at the maximum infant class size of 30 pupils. A Year 2 place was refused on the basis that Year 2 already has numbers at the Indicated Admisson Number (IAN) agreed with the Local Authority.

AOB

BM and SL will attend the Diocesan Admissions Seminar on July 4th 2018.

Rev Jon told the meeting that he had attended a Parish Council Meeting held to discuss the development for Sunningdale Park. He said that local opinion has been combined in to one document submitted to RBWM from the Parish Council.

There was no further business.

Next Meeting

The next meeting of the Admissions Committee will be at 9.15am on 6th June 2018. The purpose of this meeting is to discuss in-year applications received for entry in September 2018.

Mrs Sleigh will book a further meeting in July after the Admissions Seminar to discuss the Admissions arrangements for 2020/21.