

**Holy Trinity CE Primary School, Sunningdale Minutes from the Admissions
Committee Meeting held on 18th January 2018**

Present: Mrs S Sleigh (Chair), Mrs A Boaler, Mrs P'O Brien, Rev J Hutchinson,
Mrs J Griffith, Mrs S Lawson (Clerk)

In Attendance: n/a

Apologies: Mrs S Hynard, Mrs B Moss, Mr R Pelly,

Declaration of Interest

Mrs Sleigh declared having received a personal phone call about one of the applications to be discussed.

In-Year Applications

Application 1 – Year 4 (Category 5)

This application was refused by the committee as the class size (31) is already in excess of the maximum number agreed with the local authority. As the applicant's child has been out of school for some time, the committee recommended the applicant contact their local authority with some urgency.

Application 2 – Year 4 (Category 5)

This application was refused by the committee as the class size (31) is already in excess of the maximum number agreed with the local authority.

The applicant's child has been in Year 3 at a private school due to a long bout of illness in the past. However, the committee did not consider the email sent with the application form strong enough evidence to offer a place out of year group in Year 3.

The committee agreed that they would reconsider the application for year 3 should the parents contact the Headteacher with evidence of strong supporting reasons why the child should be taught out of year.

The committee also recommended that the applicant contact their own local authority with some urgency for advice, as the child is currently out of school.

AOB

Mrs Sleigh informed the Committee that no comments had been received on their proposed Admissions Arrangements for 2019/20 during the consultation period. The deadline of 5th January has now passed. As agreed by the governing board at its meeting in November, the 'determined' policy will now be sent to the all those

consulted (including the LA and Diocese) and our website will be updated. The process must be complete by 28th February 2018.