

**Holy Trinity CE Primary School, Sunningdale Minutes from the Admissions
Committee Meeting held on 7th November 2017**

Present: Mrs S Sleigh (Chair), Mr R Pelly, Mrs P'O Brien, Mrs S Hynard, Mrs B Moss, Mrs S Lawson (clerk)

In Attendance: n/a

Apologies: Rev J Hutchinson

Applications for Year 2 – General Discussion

There were two applications to consider for Year 2. The Committee discussed the numbers of current Year 2 pupils which is two classes of 25 pupils. Although this is the Admissions Number published and agreed with the Local Authority, the Committee discussed whether there might be teaching capacity in these classes and whether the Net Capacity for the whole school would allow for higher numbers.

The Committee agreed to have a dedicated meeting to discuss school capacity and overall numbers in detail. Any proposals from this meeting would need to be considered and ratified by the Governing Board.

Action: SS to set up an Admissions Meeting to discuss overall numbers in current Year 2 (the 'bulge' year).

Application 1 – Year 2 (Category 3)

The Committee decided to offer a place to the Category 3 applicant on the basis that:

- the applicant is within the catchment area and the school's ethos is to try to serve the local community whenever possible
- each class is currently under 30 pupils
- two other classes within school are currently below 30 pupils and so an extra pupil is within tolerance of current net capacity.

Application 2 – Year 2 (Category 5)

The Committee decided to refuse a place to the Category 5 applicant on the basis that:

- the applicant is outside of catchment
- the Admissions Committee and Governing Board have not yet made a decision to increase the Admissions Number in Year 2 (the 'bulge' year).

AOB

SS informed the committee that the Diocese had made a few amendments to their Model Admissions policy which we had incorporated in our Admissions arrangements for 2019-20.

Action: PO'B to review the amendments to the Admissions arrangements. The consultation process will then commence.