

**HOLY TRINITY CHURCH OF ENGLAND PRIMARY SCHOOL SUNNINGDALE  
ADMISSIONS ARRANGEMENTS 2012/13**

The Admission Number (AN) is 30 for all year groups.

The Governing Body, acting through its Admissions Committee, will decide\* on the allocation of places for admissions during the academic year starting September 2012. All applications received by a particular date\* will be considered. Decisions will be advised in accordance with the coordinated admissions scheme\*. Offers will only be made in writing. These will ask applicants to confirm in writing their acceptance in accordance with the coordinated admissions scheme. All decisions will be based solely on information provided on the Common Application Form and Supplementary Information Form (where applicable). Decisions on in year applications for places in years other than Reception will be determined using the same criteria below.

The school is part of the Royal Borough of Windsor & Maidenhead (RBWM) coordinated admissions scheme. In order to apply to the school it is necessary to complete a Common Application Form and the school's Supplementary Information Form (where applicable). Applications must be submitted on these forms to the RBWM. This mechanism also applies to in year (casual) applications whereby the relevant forms must be sent to the RBWM and not to the school.

It should be noted that in order to comply with the 2010 School Admissions Code all in year (casual) application forms for the school year 2012/13 should be sent to the RBWM and not to Holy Trinity Primary School. The school operates an equal preference scheme.

Children whose date of birth falls on or between 1 September 2007 and 31 August 2008 will be considered for entry in 2012/13.

\* Dates and process of application will be in accordance with the coordinated admission scheme, details of which will be as published in the RBWM's composite booklet on admissions.

**This only gives the key points of the Admissions Policy. It is essential that you also read the Guidance Notes printed in the prospectus available from the school.**

Children with a Statement of Special Educational Need naming Holy Trinity CE Primary School, Sunningdale in the Statement will always be admitted to the school.

**Over Subscription Criteria:**

In the event of there being a greater number of applications for places than there are available, then the Governing Body, through its Admissions Committee, will admit children in the following category order:-

1. Looked after children (these are children looked after by a local authority).
2. Children resident in the ecclesiastical parish of Sunningdale (map available in School) who have a brother or sister who will be attending Holy Trinity School during their first term.
3. Children resident in the ecclesiastical parish of Sunningdale whose parents have strong connections<sup>†</sup> with Holy Trinity Church Sunningdale or another Anglican church.
4. Children resident in the ecclesiastical parish of Sunningdale.
5. Children who have a brother or sister who will be attending Holy Trinity School during their first term whose parents have strong connections<sup>†</sup> with Holy Trinity Church Sunningdale or another Anglican church<sup>†</sup>.
6. Children who have a brother or sister who will be attending Holy Trinity School during their first term.
7. Children of parents who have strong connections<sup>†</sup> with an Anglican church.
8. Other children.

Places will be allocated first to those in category 1, next to those in category 2, and so on. Beyond this, if there is insufficient space within any one category then the places will be allocated to those who live nearest to the school:-nearest being defined as the distance measured from the school to the child's house (measured by the Local Authority as the straight line distance between home and school using a mathematical formula mapping system based on Ordnance Survey data).

**† Church connections will be considered to be strong if a parent is on the electoral roll of Holy Trinity Church or another Anglican church and is an active member of the congregation. Active is defined as attending a service of worship twice a month as well as being involved in at least one other activity organised by the church for a minimum of a year preceding the date of application. Examples are GEMS, Alpha Course, Choir, Cell Groups. The supplementary information form must be completed and supported by the clergy.**