

St Vincent's Catholic Primary School

Terms of Reference Admissions committee

1. The committee shall set the admissions criteria for the school, taking into account the requirements of the Code of Practice for School Admissions.
2. The committee shall consult with the LA, all LA's within a five mile radius of the school (two miles for primary schools) and all other admission authorities within the London Borough of Bromley (Primary schools need only consult with other primary schools who are admission authorities in their own right). The consultation, and the timetable during which it must be undertaken is detailed in Section 89(2) of the School Standards & Framework Act 1998 and The Education (Determination of Admission Arrangements) Regulations 1999.
3. The committee shall ensure that the governing body's Admissions Policy is clear, fair and objective.
4. In accordance with the governing body's policy, the committee may decide whether any child should be admitted to the school.
5. Ensure that a true and accurate written record of all proceedings of the committee is maintained.

The committee must consist of the Head Teacher (whether or not a Governor at the school) and at least two other Governors (but no non-Governors).

October 2016