

AQUINAS Church of England Education Trust

"Life - Transforming - Learning"

Policy Title:	Admission and Admission Appeals
Responsibility:	Company Secretary
Review Body:	Board of Trustees
Date:	May 2019
Review:	May 2021

Aquinas Church of England Education Trust (the Trust) is the admission authority within the meaning of the School Admission Code 2014 for all its academies. As such the Trust ultimately determines the admission arrangements for all its academies.

Subject to the above, the relevant Aquinas Advisory Council shall annually review and consider, in conjunction with the Headteacher of the academy, the admission criteria for the academy and ensure that it is in compliance with the School Admission Code 2014. Thereafter the Trust will annually determine the admission criteria for each academy.

All academies are subject to the common application process as administered by the local authority. The admission criteria must be applied when deciding to admit a child.

Where a request is received to admit a child outside his/her normal age group. The Trust shall at first instance refer the request to the Aquinas Advisory Council of the academy in question for a detailed review and recommendation. As admission authority the Trust will then review the recommendation and make its decision, which the Trust shall communicate to the parents.

An appeal against non-admission shall be heard by an Independent Appeal Panel in accordance with the School Admission Appeals Code 2012. The Trust shall be responsible for setting up the Independent Appeal Panel and undertaking the administration process in relation to the appeals in accordance with the School Admission Appeals Code 2012