



## **TERMS OF REFERENCE** **Admissions Committee**

### Membership

The committee shall consist of not less than three governors and the headteacher.

### Meetings

The committee shall meet annually or otherwise as required

### Quorum

The quorum shall be a minimum of three governors, including the headteacher.

### Delegated Powers

- To review the Admissions Policy
- To carry out the responsibilities of the governing body with regard to the receipt of applications for admission to Reception which have been made to the Local Authority.
- In accordance with the Admissions Policy to peruse the applications and rank in appropriate categories in accordance with the oversubscription criteria.

### Review Date

Each autumn term