



# St Vincent's Catholic Primary School

## TERMS OF REFERENCE

### Admissions Committee

Last reviewed: September 2024

#### Membership

The committee shall consist of not less than three Governors and the Head Teacher.

#### Quorum

The quorum shall be a minimum of three Governors, including the Head Teacher.

#### Delegated Responsibility

- 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.