

Oxford Diocesan Schools Trust (ODST) is its Own Admissions Authority (OAA) for all Trust schools. The Trust and its schools are required by their Funding Agreements to comply with the Schools Admissions Code 2021. Objections to the admission arrangements for any ODST school may be made to the Office of the Schools Adjudicator [here](#).

The responsibility for the administration of admissions has been delegated by ODST to each school's Local Governing Body (LGB). All admissions policies, procedures and approaches must be in line with the DfE Admissions Code and with regard to the advice of the Oxford Diocesan Board of Education for our Church of England schools.

The primary responsibility of the LGB are;

- to review and recommend for approval to the Trust Board the school admission arrangements, ensuring that any consultation has been carried out where appropriate, and complying with all statutory and publication deadlines
- to ensure that pupils are admitted to the school in line with the admission arrangements, including having regard to the relevant Local Authority (LA) acting as agent for admissions
- to consider appeals

ODST delegates authority to each LGB to work in partnership with the relevant LA Admissions Team to carry out the in-year admissions process. The exception to this is admission to Nursery and Sixth Form provision which is managed by the LGB of the school concerned.

Please see the website for the school you wish to apply to for further information on the LA contact details and process to be followed.

As outlined in Section 2.7 of the School Admissions Code 2021:

2.7 Admission authorities must allocate places on the basis of their determined admission arrangements only. A decision to offer or refuse admission must not be made by one individual in an admission authority. Where the school is its own admission authority the whole governing body, or an admissions committee established by the governing body, must make such decisions⁵¹. The admission authority must keep a clear record of any decisions on applications, including in-year applications.

Applications to attend any ODST school are welcomed from all families.

Details on how to apply for places in the year of entry (Reception, Year 5 and Year 7) can be found via the LA websites:

Oxfordshire County Council

[Apply for a school place | Oxfordshire County Council](#)

Royal Borough of Windsor and Maidenhead

[AfCinfo website - Windsor and Maidenhead :: Community Information / Information and advice / Schools and education / School admissions](#)

Reading Borough Council

[School admissions - Brighter Futures For Children](#)

West Berkshire Council

[School admissions and places - West Berkshire Council](#)

Bracknell Forest Council

[School admissions | Bracknell Forest Council](#)

For those ODST schools with Nursery provision or Sixth Form provision, individual admissions arrangements are published on school websites, or are available directly from the school.

If you would like to move school at any other time you can find more details via these links:

Oxfordshire County Council

[Apply for a school place | Oxfordshire County Council](#)

Royal Borough of Windsor and Maidenhead

[AfCinfo website - Windsor and Maidenhead :: Community Information / Information and advice / Schools and education / School admissions](#)

Reading Borough Council

[School admissions - Brighter Futures For Children](#)

West Berkshire Council

[School admissions and places - West Berkshire Council](#)

Bracknell Forest Council

[School admissions | Bracknell Forest Council](#)

Admissions arrangements for each ODST school can be found via the LA website and via each school's website. Individual Admission Arrangements and designated catchment areas for each school within ODST can be found by clicking on the relevant school via these links:

Oxfordshire County Council

[Oxfordshire schools search | Oxfordshire County Council](#)

Royal Borough of Windsor and Maidenhead

[Schools directory | Royal Borough of Windsor and Maidenhead](#)

Reading Borough Council

[Schools in Reading - Brighter Futures For Children](#)

West Berkshire Council

[School Admission Arrangements - West Berkshire Council](#)

Bracknell Forest Council

[School admissions arrangements | Bracknell Forest Council](#)

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admissions Appeals Code. Details of the procedure are available from the relevant LA websites. The decision of the Appeal Panel is binding on all parties.