

September 2025 second round allocation statement for Trinity Academy

As Trinity Academy is oversubscribed, the admissions criteria published on the School and Local Authority website have been applied to allocate the places that are available at the school.

Number of applications received

611 on-time applications (258 first preferences, 191 second preferences and 162 third preferences) have been received for Trinity Academy which has a published admission number of 180.

8 places were required for children with the school named in their Education, Health and Care Plan. This left 172 places to allocate using the published criteria.

84 applicants were included on the waiting list, which included 16 late applications (7 first place preferences, 5 second preferences and 0 third preferences) have been received for Trinity Academy.

7 places were no longer required from the first round of allocations and to be allocated using the published criteria.

How the second round allocation of places was made

The 7 places have been offered to the following children:

1. Those children who are defined as looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. (0 places)
2. Those children who qualified as music specialists. (0 places)
3. Those children who are at the named Feeder School. (2 places)
4. Those children with a sibling on roll at Trinity Academy. (2 places)
5. Those children who are a son/daughter of a member of staff at Trinity Academy. (0 places)
6. Those children who live within the inner priority area who were randomly allocated. (3 places)

7. Those children who live in the outer priority area who were randomly allocated. (0 places)
8. Those children who live out of the priority areas who live closest to the school as measured in a direct line from the home address to the school. (0 places)



**TRINITY
ACADEMY**

Letter of appeal for Trinity Academy

Parent/Carer contact details: use block capital letters

Parent/Carer Name

Telephone number and email address

Child's details

First name(s):

Surname/Family name:

Date of birth:

Address:

Reasons for preference or grounds for appeal

Please provide your grounds for appeal in writing as soon as possible. We can't set up an appeal hearing until your written grounds for appeal are received. If required, please continue on a separate sheet.

Signed (Parent/Carer):

Date:

Return to admissions@trinityacademybristol.org by Friday 9th May 2025

Alternatively please post to Admissions, Trinity Academy, Romney Avenue, Lockleaze, Bristol, BS7 9BY



**TRINITY
ACADEMY**

Trinity Academy appeals guidance

Trinity Academy is part of Cathedral Schools Trust (CST) who is the Admission Authority. CST employs Democratic Services at Bristol City Council to administer the appeal process for Trinity Academy.

As a parent/carer you have expressed a preference regarding the school you would like your child to attend. However, if the year group applied for is oversubscribed and has reached its published admission number (PAN), the Admission Authority may not be able to meet your preference.

The appeal panel will take into account the reasons for your preference, and individual circumstances relating to your application. You may wish to write a further letter to the appeal panel in advance of your appeal. Any additional correspondence should be sent to School Admissions at Cathedral Schools Trust as soon as possible.

You will be given not less than 10 school days' notice of the date, time and place of the hearing at which you can be present and speak. You can, if you wish, be accompanied by a friend who may speak for you and represent your views to the appeal panel. Parents for whom English is not the first language may wish to arrange for an interpreter to be present. You are encouraged to attend the appeal panel meeting. If you prefer not to attend the panel will consider the case based on your written submission(s). Alternatively, a friend or representative may present the appeal on your behalf.

You may wish to write down in advance what you wish to say to the panel, and use your own notes to speak from on the day. It is important that you don't think afterwards of something you forgot to say, or wish you had said, as the panel must not accept additional information after the appeal has been heard.

You will need to demonstrate that your child's need for a place at Trinity Academy outweighs the Admission Authority's reasons for refusing a place. You are also welcome to submit additional letters of support from professionals or other parties who have been, or are currently, involved with your child. Please submit all supporting

documentation by Friday 9th May 2025. These may be letters which substantiate your case, or actively support your preference. The appeal panel will take into account all submissions received by Friday 9th May 2025.

Following the Coronavirus pandemic, Democratic Services will continue to offer virtual school appeal admission hearings to all appellants.

Appeals will be held using Zoom. So long as you have access to a computer, tablet or phone you will be able to take part remotely. The clerk will provide you with all the information you need and they will have colleagues on hand to provide you with technical support

The sequence of events is likely to be

School's case:

- Presentation of the school's case by the representative of the Admission Authority
- Questioning by the parent/carer(s) and the Appeal Panel
- Summing-up by the representative of the Admission Authority

Parent/carer's case:

- Presentation of the case by the parent/carer
- Questioning by the Appeal Panel/representative of the Admission Authority
- Summing-up by the parent/carer

If more than one family is appealing for the same school on the same day all parents/carers are invited to the same School's case hearing. The parent/carer's case will be held in private and will be confidential. It should not be necessary for a child to attend, or for there to be witnesses, other than a friend or interpreter mentioned previously.

The appeal panel will ask all parties to withdraw while considering a decision. The decision of the appeal panel will be sent to you in writing by the Clerk to the School Appeals Panel. The decisions of appeal panels are binding upon the parent and the Admission Authority, but parents have statutory rights under other legislation should they wish the matter to be investigated further.

Key Points

- Read the Trinity Academy Admission Arrangements 2025/26 so that you understand how places are allocated at Trinity Academy and how oversubscription criteria are applied to all applications.
- Send in your Appeal Form by Friday 9th May 2025.
- Think about your child's individual needs.
- Find out about Trinity Academy and the school you have been offered.
- Decide what is unique about Trinity Academy in terms of meeting your child's needs.
- Prepare your case.
- Backup your points with evidence – simply stating your child lives locally, has friends at the school or has always wanted to attend Trinity Academy is not evidence.

Further information

Admissions, Trinity Academy can be contacted via email admissions@trinityacademybristol.org

The Clerk, Democratic Services via school.appeals@bristol.gov.uk

Useful links

Trinity Academy Website: <https://www.trinityacademybristol.org/>

Department for Education (DfE): [Link to School Admissions Code](#)

Guidance on School Appeals: [Link to Updated Guidance: Coronavirus School Appeals](#)

Advisory Centre for Education provides online leaflets and guidance for parents:
E-mail: [Link to ACE email address](#) Website: [Link to ACE website](#)