

# SHEFFIELD CITY COUNCIL

## Admissions Committee

### Meeting held 25 June 2014

**PRESENT:** Councillors Chris Rosling-Josephs (Chair), Pauline Andrews, Sioned-Mair Richards and Andrew Sangar

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#### **1. APOLOGIES FOR ABSENCE**

- 1.1 Apologies for absence were received from Councillors Olivia Blake and Ian Saunders.

#### **2. EXCLUSION OF PUBLIC AND PRESS**

- 2.1 RESOLVED: That the public and press be excluded from the meeting before discussion takes place on items 6, 7 and 8 on the grounds that, if the public and press were present during the transaction of such business, there would be a disclosure to them of exempt information described in paragraphs 1, 2 and 3 of Schedule 12A to the Local Government Act 1972, as amended.

#### **3. DECLARATIONS OF INTEREST**

- 3.1 Councillor Andrew Sangar declared a personal interest in a request for a secondary school place (Case No. 6) and did not take part in the consideration of the request.

#### **4. MINUTES OF PREVIOUS MEETINGS**

- 4.1 The minutes of meetings of the Committee held on 14<sup>th</sup> May and 4<sup>th</sup> June, 2014, were approved as correct records.

#### **5. ACTION TAKEN UNDER DELEGATED POWERS**

- 5.1 The Committee noted that, since its last meeting, no decisions had been made by the Executive Director, Children, Young People and Families, in consultation with the Chair of the Committee, under powers delegated to her with regard to home to school transport or school admissions.

#### **6. HOME TO SCHOOL TRANSPORT APPEALS**

- 6.1 The Executive Director, Children, Young People and Families, submitted reports and commented upon two cases where parents had appealed against the administrative decisions made by the Executive Director with regard to the refusal to grant home to school travel bus passes.
- 6.2 The Committee gave consideration to all the supporting information and evidence provided by the pupils' parents including, in some cases, evidence and advice provided by voluntary or professional bodies and organisations and, arising

therefrom, it was:-

- 6.3 RESOLVED: That both appeals be upheld on the grounds that there are exceptional educational circumstances in the cases (Case Nos. AS1 and CHA1def).

## **7. SCHOOL ADMISSION REQUESTS - PRIMARY SCHOOL PLACES**

### **7.1 Request to Prioritise on Waiting List**

- 7.1.1 The Executive Director, Children, Young People and Families, submitted a report and commented upon a case where parents had expressed a wish for their child to be admitted to a primary school of their choice.

- 7.1.2 The Executive Director stated that places in primary schools had been identified by the City Council, in accordance with the published admission criteria, and it had been agreed that the Executive Director would provisionally allocate places at those schools where there were available places, up to the standard number/admission limit. The Committee was requested to consider prioritising the pupils on waiting lists, within their respective categories, for admission if and when places become available.

- 7.1.3 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parents, including evidence and advice provided by voluntary or professional bodies and organisations and, arising therefrom, it was:-

- 7.1.4 RESOLVED: That the pupil be not prioritised on the waiting list, within their respective category on the grounds that there are no exceptional educational, financial, medical or family circumstances demonstrated (Case No. D1).

### **7.2 Request to Consider a Change of Circumstances**

- 7.2.1 The Executive Director, Children, Young People and Families, submitted a report and commented upon a case where parents had made a request for the Committee to consider a change in the family's circumstances, in connection with their request for a place at their preferred school and, arising therefrom, it was:-

- 7.2.2 RESOLVED: That upon consideration of the case, and with due regard to the additional information now submitted, the Committee considers that there has not been a material change in the family's circumstances and therefore, authority not be granted to process an new application in this case (Case No. O1).

## **8. SCHOOL ADMISSION REQUESTS - SECONDARY SCHOOL PLACES**

- 8.1 The Executive Director, Children, Young People and Families, submitted reports and commented upon six cases where parents had made requests for the Committee to consider changes in the families' circumstances, in connection with their requests for places at their preferred schools and, arising therefrom, it was:-

8.2 RESOLVED: That upon consideration of the cases, and with due regard to the additional information now submitted, (a) the Committee considers that (i) there has been a material change in the families' circumstances in three cases and therefore, authorises the Executive Director to process new applications in these cases (Case Nos. 1, 5 and 6) and (ii) there has not been a material change in the families' circumstances in Case Nos. 2 and 3 and therefore, authority be not given for new applications to be processed in these cases; and

(b) the request in respect of the remaining case was withdrawn from consideration (Case No.4).

**9. FORMER COUNCILLOR CLIVE SKELTON**

9.1 The Chair expressed his thanks on behalf of the Committee for all the hard work and support former Councillor Clive Skelton had given to the Committee and wished him well for the future.

**10. DATE OF NEXT MEETING**

10.1 It was noted that the next meeting of the Committee will be held on Wednesday, 16<sup>th</sup> July, 2014 at 1.00 p.m. at Howden House.