

# SHEFFIELD CITY COUNCIL

## Admissions Committee

### Meeting held 17 December 2014

**PRESENT:** Councillors Chris Rosling-Josephs (Chair), Pauline Andrews, Andrew Sangar and Ian Saunders

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

- 1.1 Apologies for absence were received from Councillors Olivia Blake and Sioned-Mair Richards.

#### **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 and 7 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 There were no declarations of interest.

#### **4. MINUTES OF PREVIOUS MEETING**

- 4.1 The minutes of the meeting of the Committee held on 19<sup>th</sup> November, 2014, were approved as a correct record.

#### **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. SCHOOL ADMISSION REQUESTS**

##### **6.1 Secondary School Place - Request to consider a change of circumstances**

- 6.1.1 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:-

- 6.1.2 RESOLVED: That upon consideration of the case, and with due regard to the additional information now submitted, the Committee considers that there has been a material change in the family's circumstances and therefore, authorises

the Executive Director to process a new application in this case (Case No. H1).

**6.2 Primary School Place – Request for Early Entry**

6.2.1 The Executive Director, Children, Young People and Families, submitted a report and commented upon a case where parents had requested the City Council to give further consideration to an expressed preference for early entry into a reception class and, arising therefrom, it was:-

6.2.2 RESOLVED: That the request be not granted on the grounds that the Committee is of the opinion that there are no exceptional educational, financial, medical or family circumstances for allowing the child early entry to school (Case No.St.C1).

(NOTE: In accordance with Council Procedure Rule 26 of the Council's Constitution and the provisions of Section 100B(4)(b) of the Local Government (Access to Information) Act 1985, the Chair decided that Case Nos.H1 and St.C1) be considered as matters of urgency in order for the requests to be considered at the earliest possible opportunity although it had not been possible to give five clear days' notice that the requests were to be considered).

**7. HOME TO SCHOOL TRANSPORT APPEALS**

7.1 The Executive Director, Children, Young People and Families, submitted reports and commented upon nine 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.

7.2 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:-

7.3 RESOLVED: That (a) five appeals be not upheld on the grounds that there are no exceptional circumstances demonstrated and, having regard to the Council's Home to School Transport Policy, (i) the school that one of the pupils is requesting a pass for is not their catchment school/nearest suitable school (Case No.AS1); (ii) the distance from the home address of three of the pupils to the school for which they are requesting a pass for is less than the distance in the criteria (Case Nos.GRE1, MH1 and MH2) and (iii) one of the pupils does not attend one of their three nearest qualifying schools (Case No.SPAC1); and

(b) four appeals be upheld on the grounds that there are either exceptional educational, financial, medical or family circumstances in the cases (Case Nos. WES1, WES2, WES3 and WES4).

**8. DATE OF NEXT MEETING**

8.1 It was noted that the next meeting of the Committee will be held on Wednesday, 21<sup>st</sup> January, 2015 at 1.00 p.m. at Howden House.