

SHEFFIELD CITY COUNCIL

Admissions Committee

Meeting held 20 September 2017

PRESENT: Councillors Chris Rosling-Josephs (Chair), Craig Gamble Pugh,
Talib Hussain and Chris Peace

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Andy Nash and Andrew Sangar.

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 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of the Committee held on 19th July, 2017 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, People Services, 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, People Services, submitted reports and commented upon four 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 and, arising therefrom, it was:-

6.3 RESOLVED: That (a) one case 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, the school that the pupil is requesting a pass for is not their catchment school/nearest suitable school (Case No.BIR1);

(b) one case 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, the distance from the home address of the pupil to the school for which they are requesting a pass for is under the statutory walking distance, and is within a designated Safe Walking Route (Case No. MH1);

(c) one case be upheld on the grounds that there are exceptional medical circumstances in the case (Case No. BF1); and

(d) as regards the remaining case (Case No.BF2), the Executive Director, People Services be (i) requested to carry out further investigations and (ii) authorised to determine the case, in consultation with the Chair of the Committee.

7. SCHOOL ADMISSION REQUESTS - PRIMARY SCHOOL PLACES - PRIORITISATION ON WAITING LIST AND/OR NEW APPLICATION

7.1 The Executive Director, People Services, submitted reports and commented upon two cases where parents had expressed a wish for their children to be admitted to primary schools of their choice. 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 places available, up to the standard number/admission limit. The Committee was requested to consider granting a fresh right of appeal and/or prioritising the pupils on waiting lists, within their respective categories, for admission if and when places become available.

7.2 The Committee gave consideration to all the supporting evidence and information provided by the pupils' parents including, in both cases, evidence and advice provided by voluntary or professional bodies and organisations, and, arising therefrom, it was:-

7.3 **RESOLVED:** That (a) one pupil be prioritised at the top of the waiting list in the 'non-catchment' category on the grounds that there are exceptional family circumstances in the case, or, if there are any other previously prioritised pupils on this waiting list, the pupil now mentioned be placed below such pupils and a new application be granted, based on the fact that there is new information which was not not available when the original application was submitted (Case No. HH1); and

(b) one pupil be granted a fresh right of appeal, due to a change in circumstances since the original application was made (Case No. N1).

8. SCHOOL ADMISSION REQUESTS - SECONDARY SCHOOL PLACES - PRIORITISATION ON WAITING LIST AND/OR NEW APPLICATION

8.1 The Executive Director, People Services, submitted reports and commented upon two cases where parents had expressed a wish for their children to be admitted to secondary schools of their choice. The Executive Director stated that places in secondary 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 places available, 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.

8.2 The Committee gave consideration to all the supporting evidence and information provided by the pupils' parents including, in both cases, evidence and advice provided by voluntary or professional bodies and organisations, and, arising therefrom, it was:-

8.3 RESOLVED: That (a) one pupil be prioritised at the top of the waiting list in the catchment category, on the grounds that there are exceptional family circumstances in the case (Case No. FV1); and

(b) one pupil be prioritised at the top of the waiting list in the catchment category and a new application be granted, based on the fact that there new information which was not available when the original application was submitted (Case No.FV2).

(NOTE: This item was considered by the Committee as an urgent item of business 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, 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 (Case Nos. FV1 and FV2)).

9. DATE OF NEXT MEETING

9.1 It was noted that the next meeting of the Committee would be held on Wednesday 18th October, 2017, at 1.15 pm, in the Town Hall.