

SHEFFIELD CITY COUNCIL

Admissions Committee

Meeting held 25 July 2023

PRESENT: Councillors Maleiki Haybe (Chair), Talib Hussain, Sioned-Mair Richards, Ann Whitaker and Ann Woolhouse

1. APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from Councillors Safiya Saeed and Garry Weatherall.

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 agenda (Items 5 and 6 of these minutes), 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 27 June, 2023 were approved as a correct record, subject to the following correction to item 1.1:

“That Councillor Safiya Saeed be appointed as Deputy Chair of the Committee for the Municipal Year 2023/24” be replaced by “That Councillor Garry Weatherall be appointed as Deputy Chair of the Committee for the Municipal Year 2023/24”.

- 4.2 Matters arising from the minutes of the meeting held on 27 June, 2023

- 4.2.1 RESOLVED: That Councillor Safiya Saeed be appointed as Deputy Chair of the Committee, in place of Councillor Garry Weatherall, for the remainder of the Municipal Year 2023-24.

5. HOME TO SCHOOL TRANSPORT APPEALS

- 5.1 Written Appeal ST/02

- 5.1.1 In attendance were Andrew Tierney, Semaira Asif and Sharon Craig (Customer Services).
- 5.1.2 The Strategic Director of Children's Services submitted a report and commented upon a case where the child's parent had appealed against the administrative decision made by the Strategic Director with regard to the refusal to grant a home to school travel bus pass (Case No. ST/02).
- 5.1.3 Andrew Tierney explained the Stage 1 review and Stage 2 appeals process regarding the City Council's Home to School Transport Policy. Mr. Tierney informed the Committee of the reasons why the request for a home to school travel pass had been refused at Stage 1. He also informed the Committee that the parent had chosen to move the child from Ecclesfield School, which was the closest qualifying school, to Stocksbridge High School.
- 5.1.4 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parent and, arising therefrom, it was:-
- 5.1.5 RESOLVED: That the appeal be deferred to give the appellant a further opportunity to provide evidence relating to the allegations of bullying and the anxiety and distress caused to the child.
- 5.2 Written Appeal ST/MA01
- 5.2.1 In attendance were Andrew Tierney, Semaira Asif and Sharon Craig (Customer Services).
- 5.2.2 The Strategic Director of Children's Services submitted a report and commented upon a case where the child's parent had appealed against the administrative decision made by the Strategic Director with regard to the refusal to grant a home to school travel bus pass (Case No. ST/MA01).
- 5.2.3 Andrew Tierney explained the Stage 1 review and Stage 2 appeals process regarding the City Council's Home to School Transport Policy. Mr. Tierney informed the Committee of the reasons why the request for a home to school travel pass had been refused at Stage 1.
- 5.2.4 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parent and, arising therefrom, it was:-
- 5.2.5 RESOLVED: That the appeal be not upheld on the grounds that there are no exceptional medical, financial, family or social 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 the catchment/qualifying school (Case No.ST/MA01).
- 6. SCHOOL ADMISSION REQUESTS - SECONDARY SCHOOL PLACES - REQUEST TO PRIORITISE ON WAITING LIST - MID-TERM**

- 6.1 The Strategic Director of Children's Services submitted a report and commented upon two cases (Case Nos. N1 and M1) where a parent had expressed a wish for their child to be admitted to two secondary school of their choice. The Strategic Director stated that places at the secondary schools had been identified by the City Council, in accordance with the published admission criteria, and it had been agreed that the Strategic Director would provisionally allocate places at the schools where there were places available, up to the standard number/admission limit. The Committee was requested to consider prioritising the pupil on the waiting lists, within the 'catchment' category, for admission if and when a place becomes available.
- 6.2 The Committee gave consideration to all the supporting evidence and information provided by the pupil's parents and, arising therefrom, it was:-
- 6.3 RESOLVED: That: -
- (a) the pupil be prioritised on the waiting list in the "catchment" category on the grounds that there are exceptional educational circumstances (Case No.N1); and
 - (b) the pupil be prioritised on the waiting list in the "catchment" category on the grounds that there are exceptional educational circumstances (Case No.M1).

7. DATE OF NEXT MEETING

- 7.1 It was noted that the next meeting of the Committee would be held on Tuesday, 29 August, 2023, at 2.00 p.m., in the Town Hall.