

# SHEFFIELD CITY COUNCIL

## Admissions Committee

### Meeting held 31 October 2023

**PRESENT:** Councillors Maleiki Haybe (Chair), Safiya Saeed (Deputy Chair), Sioned-Mair Richards, Ann Whitaker and Ann Woolhouse

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

1.1 Apologies for absence were received from Councillor 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 7 and 8 on the agenda (Items 6 and 7 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 26 September, 2023 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 Strategic Director of Children's 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 Written Appeal ST/03**

6.1.1 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/03).

6.1.2 Semaira Asif explained the Stage 1 review and Stage 2 appeals process regarding the City Council's Home to School Transport Policy. Ms Asif informed the Committee of the reasons why the request for a home to school travel pass had been refused at Stage 1. She also informed the Committee that the child was attending Stocksbridge High School based on parental choice, and this was not one of the three nearest qualifying schools at the time the choice was made.

6.1.3 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parent and, arising therefrom, it was:-

6.1.4 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/03).

## 6.2 Written Appeal BA/01

6.2.1 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. BA/01).

6.2.2 Semaira Asif explained the Stage 1 review and Stage 2 appeals process regarding the City Council's Home to School Transport Policy. Ms Asif informed the Committee of the reasons why the request for a home to school travel pass had been refused at Stage 1. She also informed the Committee that the child was attending Bankwood Primary School, which was not the catchment school and was under the statutory walking distance of two miles. A Housing Welfare Officer had reported concerns on behalf of the family relating to special educational needs and safeguarding, although no evidence had been provided.

6.2.3 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parent and, arising therefrom, it was:-

6.2.4 RESOLVED: That a decision on the appeal be deferred to give the appellant a further opportunity to provide evidence relating to the special educational and safeguarding needs of the child (Case No. BA/01)

## 6.3 Written Appeal SD/01

6.3.1 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. SD/01).

6.3.2 Semaira Asif explained the Stage 1 review and Stage 2 appeals process

regarding the City Council's Home to School Transport Policy. Ms Asif informed the Committee of the reasons why the request for a home to school travel pass had been refused at Stage 1. She also informed the Committee that the child was attending Silverdale School based on parental choice, and this was not one of the three nearest qualifying schools at the time the choice was made.

6.3.3 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parent and, arising therefrom, it was:-

6.3.4 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.SD/01).

#### 6.4 Written Appeal CH/01

6.4.1 The Committee were advised that Case No. CH/01 had been resolved prior to the hearing.

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

#### 7.1 Request for Fresh Right of Appeal – Mid-Term OADV1

7.1.1 The Strategic Director of Children's Services submitted a report and commented upon a case where parents had expressed a wish for their child to be admitted to a secondary school of their choice (Case No. OADV1). The Committee was requested to consider giving the pupil a fresh right of appeal, on the grounds that there are exceptional medical circumstances.

7.1.2 The Committee gave consideration to all the supporting evidence and information provided by the pupil's parents and, arising therefrom, it was:-

7.1.3 RESOLVED: That the pupil be given a fresh right of appeal on the grounds that the Committee considers that there are exceptional medical circumstances demonstrated (Case No. OADV1).

### **8. DATE OF NEXT MEETING**

8.1 It was noted that the next meeting of the Committee would be held on Tuesday 28 November, 2023, at 2.00 p.m., in the Town Hall.