

SHEFFIELD CITY COUNCIL

Admissions Committee

Meeting held 10 September 2019

PRESENT: Councillors Vic Bowden, Peter Garbutt and Talib Hussain

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1. APPOINTMENT OF CHAIR

- 1.1 RESOLVED: That, in the absence of the Chair of the Committee (Councillor Chris Rosling-Josephs), Councillor Vic Bowden be appointed Chair of the meeting.

2. APOLOGIES FOR ABSENCE

- 2.1 Apologies for absence were received from the Chair (Councillor Chris Rosling-Josephs) and Councillors Michelle Cook and Mike Levery.

3. EXCLUSION OF PUBLIC AND PRESS

- 3.1 RESOLVED: That the public and press be excluded from the meeting before discussion takes place on items 7, 8 and 9 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.

4. DECLARATIONS OF INTEREST

- 4.1 In Agenda Item 9 (School Admission Requests – Secondary School Places), Councillor Talib Hussain declared a personal interest in Case No. TAP1.

5. MINUTES OF PREVIOUS MEETING

- 5.1 The minutes of the meeting of the Committee held on 9th July, 2019 were approved as a correct record.

6. ACTION TAKEN UNDER DELEGATED POWERS

- 6.1 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 him with regard to home to school transport or school admissions.

7. HOME TO SCHOOL TRANSPORT APPEALS

- 7.1 The Executive Director, People Services, submitted a report and commented upon a case where parents had appealed against the administrative decision made by the Executive Director with regard to the refusal to grant a home to school travel bus pass.

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

7.3 RESOLVED: That the appeal 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.AL/SA01).

8. SCHOOL ADMISSION REQUESTS - PRIMARY SCHOOL PLACES

8.1 Request to be Prioritised on the Waiting List

8.1.1 The Executive Director, People Services, 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. The Executive Director stated that places at the primary school 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 pupil on a waiting list, within the catchment category, for admission if and when a place becomes available.

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

8.1.3 RESOLVED: That the pupil be prioritised at the top of the waiting list in the catchment category, on the basis that she remains first on the list, on the grounds that there are exceptional medical circumstances in the case (Case No.T1).

8.2 Request to be Prioritised on the Waiting List/Request to Consider a Change of Circumstances

8.2.1 The Executive Director, People Services, 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. The Executive Director stated that places at the primary school 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 pupil on a waiting list, within the non-catchment category, for admission if and when a place becomes available. The parents also made a request for the Committee to consider a change in the family's circumstances.

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

- 8.2.3 RESOLVED: That the pupil be prioritised on the waiting list in the “non-catchment” category on the grounds that there are exceptional medical circumstances, and the Committee considers that there had been a material change in the family’s circumstances and therefore, authority be given for a new application to be processed in this case (Case No. D1).

(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 No. D1 be considered as a matter of urgency in order for the request to be considered at the earliest possible opportunity although it had not been possible to give five clear days’ notice that the request was to be considered.)

9. SCHOOL ADMISSION REQUESTS - SECONDARY SCHOOL PLACES

- 9.1 The Executive Director, People Services, submitted a report 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 (Case No.TAP1).
- 9.2 As the meeting was inquorate at this point in the proceedings due to one of the Members of the Committee declaring a personal interest in the case, a decision was unable to be made on the case.
- 9.3 Accordingly, a decision on the case would be made by the Executive Director, People Services, in consultation with the Chair of the Committee (Councillor Chris Rosling-Josephs).

10. DATE OF NEXT MEETING

- 10.1 It was noted that the next meeting of the Committee would be held on Tuesday, 22nd October, 2019, at 2.00 p.m., in the Town Hall.

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