

# SHEFFIELD CITY COUNCIL

## Admissions Committee

### Meeting held 25 March 2021

(NOTE: This meeting was held as a remote meeting in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020).

**PRESENT:** Councillors Chris Rosling-Josephs (Chair), Vic Bowden, Talib Hussain, Mike Levery and Sophie Wilson

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

1.1 An apology for absence was received from Councillor 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 7, 8 and 9 on the agenda (items 6, 7 and 8 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4.1 This item of business was withdrawn. The minutes of the meeting of the Committee held on 25<sup>th</sup> February, 2021 will be submitted for approval at the next meeting of the Committee.

#### **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 him with regard to home to school transport or school admissions.

#### **6. HOME TO SCHOOL TRANSPORT APPEALS**

6.1 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 (Case No.RA/FO01).

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

6.3 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.RA/FO01).

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

### **7.1 Reception Year Group 2021/22**

7.1.1 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 prioritising the pupils prior to the allocation of places on the National Allocation date.

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

7.1.3 RESOLVED: That (a) one pupil be prioritised within their admissions category of 'sibling' prior to the allocation of places, on the grounds that there are exceptional family circumstances (Case No.TM1); and

(b) one pupil be prioritised within their admissions category of 'non-catchment' prior to the allocation of places, on the grounds that there are exceptional family circumstances (Case No.M1).

(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. TM1 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.)

### **7.2 Transfer to Junior School 2021**

7.2.1 The Executive Director, People Services, submitted reports and commented upon three 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 prioritising the pupils on waiting lists, within their respective

categories, for admission if and when places become available.

7.2.2 The Committee gave consideration to all the supporting evidence and information 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:-

7.2.3 RESOLVED: That three pupils be prioritised within their admissions category of 'non-catchment' prior to the allocation of places, on the grounds that there are exceptional medical circumstances (Case Nos.DB1, HA1 and HB1).

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

### **8.1 Request to Prioritise on Waiting List – Mid Term**

8.1.1 The Executive Director, People Services, submitted a report and commented upon two cases where parents had expressed a wish for their child to be admitted to a secondary school of their choice. The Executive 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 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 waiting lists, within the "other" 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 (a) in relation to Case No. T1, (i) the pupil be not prioritised on the waiting list in the "other" category on the grounds that there were no exceptional circumstances, and (ii) 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; and

(b) in relation to Case No. KE1, (i) the pupil be prioritised on the waiting list in the "other" category on the grounds that there are exceptional medical circumstances, and (ii) 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.

### **8.2 Request to Prioritise on Waiting List – Y7 September 2021**

8.2.1 The Executive Director, People Services, submitted reports and commented upon four 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.

8.2.2 The Committee gave consideration to all the supporting evidence and information 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:-

8.2.3 RESOLVED: That (a) two pupils be prioritised at the top of the waiting list in the 'catchment' category on the grounds that there are exceptional medical circumstances (Case Nos.1 and 3);

(b) one pupil be prioritised at the top of the waiting list in the 'sibling' category on the grounds that there are exceptional medical circumstances (Case No.4); and

(c) one pupil be prioritised at the top of the waiting list in the 'other' category on the grounds that there are exceptional medical circumstances (Case No.2).

## **9. DATE OF NEXT MEETING**

9.1 It was noted that the next meeting of the Committee would be held on Thursday, 15<sup>th</sup> April, 2021, at 2.00 p.m., in the Town Hall.