

SHEFFIELD CITY COUNCIL

Admissions Committee

Meeting held 17 November 2022

PRESENT: Councillors Vic Bowden (Chair), Maleiki Haybe and Ann Whitaker

1. APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from Councillors Karen McGowan, Safiya Saeed, Gail Smith 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 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 20th October, 2022, 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 him with regard to home to school transport or school admissions.

6. HOME TO SCHOOL TRANSPORT APPEALS

- 6.1 Verbal Appeal KE/01
- 6.1.1 In attendance were the appellant, her eldest daughter and Andrew Tierney (Customer Services).
- 6.1.2 The Chair welcomed everyone to the meeting and asked attendees to introduce themselves. She then outlined the procedure which would be followed during the meeting.
- 6.1.3 The Director of Children's Services, submitted a report and commented upon a

case where the parent 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. KE/01).

6.1.4 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.

6.1.5 The appellant explained to the Committee the reasons for the request for a home to school travel pass for her daughter.

6.1.6 In response to questions raised by Members, the appellant stated that her daughter had struggled emotionally following the death of her father, but now had the support of her peer group attending the same school. The appellant stated that she had health problems which had prevented her from working, and that she had another child who attended the 6th form at the same school. The appellant stated that the move from her previous address to her current address was out of her hands, and that she had little choice but to accept the property, and was bound to this property for two years.

6.1.7 At this stage in the proceedings, the appellants and officer left the meeting to enable the Committee to consider the evidence.

6.1.8 RESOLVED: That the appeal be upheld on the grounds that there are exceptional medical, financial, family and social circumstances demonstrated (Case No.KE/01).

6.2 Written Appeal

6.2.1 The Director of Children's Services, submitted a report and commented upon a case where the parent 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.HG/01).

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

6.2.3 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 falls within the distance criteria of under three miles (Case No.HG/01).

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

7.1 Request to Prioritise on Waiting List – Mid Term

7.2 The Director of Children's Services, submitted a report and commented upon a case where the parent had expressed a wish for their child to be admitted to a secondary school of their choice. The 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 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 “catchment” and “other” categories, for admission if and when a place becomes available.

7.3 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:-

7.4 RESOLVED: That (a) the pupil be not prioritised on the waiting list, within the “catchment” category, on the grounds that the Committee considers that there are no exceptional educational, financial, medical or family circumstances demonstrated (Case No.M1);

(b) the pupil be not prioritised on the waiting list, within the “other” category, on the grounds that the Committee considers that there are no exceptional educational, financial, medical or family circumstances demonstrated (Case No.S1); and

(c) the pupil be prioritised on the waiting list in the “catchment” category on the grounds that there are exceptional medical circumstances (Case No.KE1).

8. DATE OF NEXT MEETING

8.1 It was noted that the next meeting of the Committee will be held on Thursday, 15th December, 2022, at 2.00 p.m., in the Town Hall.