

# SHEFFIELD CITY COUNCIL

## Admissions Committee

### Meeting held 11 June 2024

**PRESENT:** Councillors Talib Hussain, Karen McGowan, Ann Whitaker, Mark Whittaker and Ann Woolhouse

#### **1. APPOINTMENT OF CHAIR OF THE MEETING**

1.1 **RESOLVED:** That, in the absence of the Chair of the Committee (Councillor Maleiki Haybe), Councillor Ann Whitaker be appointed as Chair of the meeting.

#### **2. APOLOGIES FOR ABSENCE**

2.1 An apology for absence was received from the Chair of the Committee (Councillor Maleiki Haybe).

#### **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 6 to 10 on the agenda (items 6 to 10 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.

#### **4. DECLARATIONS OF INTEREST**

4.1 There were no declarations of interest.

#### **5. MINUTES OF PREVIOUS MEETING**

5.1 The minutes of the meeting of the Committee held on 30 April 2024, 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 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.

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

### Verbal Appeal (Case No. TP/01)

- 7.1 In attendance were the appellants, an interpreter for the appellants, and Semaira Asif and Vicky Hitchen (Customer Services).
- 7.2 The Chair welcomed everyone to the meeting and asked attendees to introduce themselves. She then outlined the procedure which would be followed during the hearing.
- 7.3 The Strategic 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 Strategic Director with regard to the refusal to grant a home to school travel bus pass (Case No.TP/01).
- 7.4 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 a school based upon parental choice, that was not a qualifying school.
- 7.5 The appellants explained, via the interpreter in attendance, the reasons for their preference of Tapton Secondary School. They stated they had concerns about their child feeling vulnerable around strangers, and that they would prefer for her to attend the same school as her older brother so that they could travel together. They explained that their child received Special Educational Needs support, and that they were awaiting an Education, Health and Care Plan from Tapton Secondary School. They noted their visual disabilities, which resulted in them being unable to walk their child to school and added that both children qualified for free school meals.
- 7.6 At this stage in the proceedings, the appellants, the interpreter for the appellants, and the officers left the meeting to enable the Committee to consider the evidence.
- 7.7 **RESOLVED:** That the appeal be upheld on the grounds that there are exceptional educational, financial, physical and family/social circumstances demonstrated (Case No. TP/01).

## **8. SCHOOL ADMISSION REQUESTS - MID-TERM**

### Request for Prioritisation on Waiting List – Mid-term (Case No.HG1)

- 8.1 The Strategic Director of Children's Services submitted a report and commented upon a case where a parent had expressed a wish for their child to be admitted to a secondary school of their choice (Case No. HG1). The Committee was requested to consider prioritising the pupil on the waiting list

within the 'catchment' category, for admission if and when a place becomes available.

8.2 The Committee gave consideration to all the supporting evidence and information provided by the pupil's parents, including a statement provided by the pupil's social worker, and arising therefrom, it was:-

8.3 **RESOLVED:** That the pupil be given priority on the waiting list in the 'catchment' category, on the grounds that the Committee considers that there are exceptional family/social circumstances demonstrated (Case No. HG1).

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

9.1 The Strategic Director of Children's Services reported that there were no primary school admission requests for the Committee to consider.

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

10.1 The Strategic Director of Children's Services reported that there were no secondary school admission requests for the Committee to consider.

## **11. DATE OF NEXT MEETING**

11.1 It was noted that the next meeting of the Committee would be held on Tuesday 30 July 2024, at 2.00 p.m., in the Town Hall.