

Admissions Committee

Meeting held 19 March 2019

PRESENT: Councillors Chris Rosling-Josephs (Chair), Lisa Banes and Kaltum Rivers

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Michelle Cook, Talib Hussain, Bob Pullin and Andrew Sangar.

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 6 and 7 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 as 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 12th February, 2019 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 her with regard to home to school transport or school admissions.

6. HOME TO SCHOOL TRANSPORT APPEALS

6.1 Verbal Appeal KI/EC01

6.1.1 In attendance were the appellant, the appellant's daughter, an interpreter and Andy Tierney (Customer Services).

6.1.2 The Chair welcomed everyone to the meeting and asked attendees to introduce themselves. He then outlined the procedure which would be followed during the meeting.

- 6.1.3 The Executive Director, People 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. KI/EC01).
- 6.1.4 Andy 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, through her daughter and the interpreter, explained to the Committee the reasons for the request for a home to school travel pass for her child.
- 6.1.6 In response to questions raised by Members, the appellant's daughter stated that she had made the original application for her brother to attend the school as he had no family or friends attending one of the three qualifying schools. She added that he was a quiet child with very little self-confidence and he had family and friends at the school applied for and would only need to travel on one bus to get there. The applicant added that her child was settled at school. The Committee were informed that the zero fare bus pass had been granted in error the previous academic year, as were a number of other applications.
- 6.1.7 At this stage in the proceedings, the appellant 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 educational and health circumstances in the case (Case No.KI/EC01).

(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. KI/EC01 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).

6.2 Written Appeals – HI/HO01 and CO01

- 6.2.1 The Executive Director, People Services, submitted reports and commented upon two cases where parents had appealed against the administrative decisions made by the Executive Director with regard to the refusal to grant home to school travel bus passes (Case Nos. HI/HO01 and CO01).
- 6.2.2 The Committee gave consideration to all the supporting information and evidence provided by the pupils' parents and, arising therefrom, it was:-
- 6.2.3 RESOLVED: That the appeals be upheld on the grounds that there are exceptional educational circumstances in the cases (Case Nos. HI/HO01 and CO01).

7. SCHOOL ADMISSION REQUESTS - PRIMARY SCHOOL PLACES - REQUESTS TO PRIORITISE ON WAITING LISTS

7.1 Reception Year Group 2019/20

7.1.1 The Executive Director, People Services, submitted reports and commented upon 24 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.

7.1.2 The Committee were informed that 16 cases had been withdrawn, as they no longer required prioritising (Case Nos. M1, M2, M3, M5, M6, M7, M9, M10, M11, M12, M13, M16, M17, M20, M21 and M24).

7.1.3 RESOLVED: That (a) three pupils be not prioritised on the waiting lists, within their respective categories, on the grounds that the Committee considers that there are no exceptional educational, financial, medical or family circumstances demonstrated (Case Nos.M14, M19 and M23);

(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.M8); and

(c) four pupils be prioritised at the top of the waiting list in the 'non-catchment' category on the grounds that there are exceptional family and medical circumstances (Case Nos.M4, M15, M18 and M22).

7.2 Transfer to Junior School 2019

7.2.1 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 on waiting lists, within their respective categories, for admission if and when places become available.

7.2.2 The Committee were informed that one case had been withdrawn from consideration, prior to the hearing (Case No.TJ2).

7.2.3 RESOLVED: That one pupil be not prioritised on the waiting list, within their respective category, on the grounds that the Committee considers that there are no exceptional educational, financial, medical or family circumstances demonstrated (Case No.TJ1).

8. DATE OF NEXT MEETING

- 8.1 It was noted that the next meeting of the Committee would be held on Tuesday, 16th April, 2019, at 2.00 p.m., in the Town Hall.