

Admissions Committee

Meeting held 22 September 2022

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

**1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Councillors Karen McGowan and Gail Smith.

**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 16<sup>th</sup> June, 2022, were approved as a correct record.

**5. ACTION TAKEN UNDER DELEGATED POWERS**

5.1 The Committee noted that, since its last meeting, the Director of Children's Services, in consultation with the Chair of the Committee, under powers delegated to him with regard to Secondary Admissions, had:-

- (a) not prioritised one pupil on the waiting list within the catchment category as there are no exceptional circumstances in the case (Case No. B1);
- (b) prioritised one pupil on the waiting list in the feeder category on the grounds that there are exceptional family circumstances (Case No. N1);
- (c) authorised a fresh right of appeal and prioritised one pupil on the waiting list in the catchment category on the grounds that there are exceptional

family circumstances (Case No.HS1); and

- (d) prioritised one pupil on the waiting list in the catchment category on the grounds that there are exceptional educational circumstances (Case No. HS2).

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

### **6.1 Verbal Appeal TP/01**

- 6.1.1 In attendance were the appellants, the appellants' interpreter 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 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. TP/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 appellants' interpreter explained to the Committee the reasons for the request for a home to school travel pass for their son.
- 6.1.6 In response to questions raised by Members, the appellants stated that they were not aware of the catchment and qualifying schools for their home address. The appellants said that staff at the primary school their son previously attended had suggested that they apply for him to attend Tapton School, therefore this was the only school they had applied for. The appellants stated that their son had friends who attended Tapton School, and felt it was beneficial to his safety and emotional wellbeing to attend that school. The Committee acknowledged that accessing written information regarding CTP policy and catchment schools would be more challenging given the visual impairment of both parents.
- 6.1.7 At this stage in the proceedings, the appellants, their interpreter 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.TP/01).

### **6.2 Written Appeal ST/01**

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- 6.2.1 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.ST/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 is not one of the three nearest qualifying schools (Case No.ST/01).

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

- 7.1 The Committee were informed that, prior to the meeting, the child had been allocated a place at the school from the waiting list.

## **8. DATE OF NEXT MEETING**

- 8.1 It was noted that the next meeting of the Committee would be held on Thursday, 20<sup>th</sup> October, 2022, at 2.00 p.m., in the Town Hall.

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