

Admissions Committee

Meeting held 20 October 2022

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

**1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Councillors 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 22<sup>nd</sup> September, 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 The Director of People Services submitted reports and commented upon two cases where parents had appealed against the administrative decisions made by the Director with regard to the refusal to grant home to school travel bus passes (Case Nos.HF/01 and WI/01).

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

- (a) one appeal be upheld on the grounds that there are exceptional family and financial circumstances in the case (Case No.HF/01); The circumstances related to a managed move to attend a school outside the city boundary, which had been made to ensure the child would remain in mainstream education rather than attend a Pupil Referral Unit; and
- (b) one 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 the catchment school and the attended school is less than three miles from home as well as being outside the city boundary (Case No. WI/01).

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

### **7.1 Request for a Fresh Right of Appeal**

7.1.1 The Director of People Services, submitted a report and commented upon a case where parents had expressed a wish for their child to be admitted to a secondary school of their choice. The 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 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 granting a fresh right of appeal (Case No.S1).

7.1.2 The Committee gave consideration to all the supporting evidence and information provided by the pupil's parents including, evidence and advice provided by voluntary or professional bodies and organisations and, arising therefrom, it was:-

7.1.3 RESOLVED: That the pupil be not granted a fresh right of appeal on the grounds that the Committee considers that there are no exceptional educational, financial, medical or family circumstances demonstrated (Case No.S1).

### **7.2 Requests to Prioritise on Waiting List**

7.2.1 The Director of People Services submitted reports and commented upon three cases where parents had expressed a wish for their children to be admitted to secondary schools of their choice. The 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 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 the 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.M1, KE1 and KE2).

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

- 8.1 It was noted that the next meeting of the Committee would be held on Thursday, 17<sup>th</sup> November, 2022, at 2.00p.m., in the Town Hall.

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