

Admissions Committee

Meeting held 26 March 2024

PRESENT: Councillors Safiya Saeed (Chair), Talib Hussain, Sioned-Mair Richards, Ann Whitaker and Ann Woolhouse

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from the Chair of the Committee (Councillor Maleiki Haybe) and from Councillor Denise Fox. In the absence of the Chair, the Deputy Chair (Councillor Safiya Saeed) chaired the meeting.

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 to 10 on the agenda (items 5 to 9 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 30 January, 2024, were approved as a correct record.

5. ACTION TAKEN UNDER DELEGATED POWERS

5.1 The Strategic Director of Children's Services, in consultation with the Chair of the Committee, under powers delegated to her with regard to Primary and Secondary Admissions and Home to School Travel Passes, had:-

(a) authorised a fresh right of appeal on the grounds that there are exceptional family circumstances (Case Nos. HG1 and OADV1);

(b) prioritised one pupil on the waiting list in the 'other' category (Case No. HG2) and the 'catchment' category (Case No. OADV2) on the grounds that there are exceptional medical and family circumstances; and

- (c) prioritised one pupil on the waiting list in the 'other' category on the grounds that there are exceptional family circumstances (Case No. KE1).

6. HOME TO SCHOOL TRANSPORT APPEALS

- 6.1 The Strategic Director of Children's Services reported that there were no Home to School Transport Appeals for the Committee to consider.

7. SCHOOL ADMISSION REQUESTS - MID-TERM

7.1 Request for Priority on Waiting List

- 7.1.1 The Strategic Director of Children's Services submitted a report and commented upon a case (Case No. D1) where a parent had expressed a wish for their child to be admitted to a primary school of their choice. The Strategic Director stated that places at the primary schools had been identified by the City Council, in accordance with the published admission criteria, and it had been agreed that the Strategic Director would provisionally allocate places at the schools where there were places available, up to the standard number/admission limit. 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.

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

- 7.1.3 **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 medical circumstances demonstrated (Case No. D1).

7.2 Request for Fresh Right of Appeal

- 7.2.1 The Strategic Director of Children's Services submitted a report and commented upon a case where parents had expressed a wish for their child to be admitted to a primary school of their choice (Case No. D1). The Committee was asked to consider whether there were any significant and material changes in the circumstances of the family since the original application was made, to authorise that a fresh application be made, which would allow a fresh right of appeal for the school.

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

- 7.2.3 **RESOLVED:** That the pupil be given a fresh right of appeal on the grounds that the Committee considers that there have been changes in the circumstances of the family demonstrated, namely exceptional medical circumstances (Case No. D1).

8. SCHOOL ADMISSION REQUESTS - PRIMARY SCHOOL PLACES

8.1 Requests for Priority on Waiting List - Junior

8.1.1 The Strategic Director of Children's Services submitted reports and commented upon cases (Case Nos. HB1 and EC1) where parents had expressed a wish for their child to be admitted to a primary school of their choice. The Strategic Director stated that places at the primary schools had been identified by the City Council, in accordance with the published admission criteria, and it had been agreed that the Strategic Director would provisionally allocate places at the schools where there were places available, up to the standard number/admission limit. The Committee was requested to consider prioritising the pupils on the waiting lists within their respective categories, for admission if and when a place becomes available.

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

8.1.3 **RESOLVED:** That :-

(a) the pupil be given priority on the waiting list in the 'sibling' category, on the grounds that the Committee considers that there are exceptional educational and family circumstances demonstrated (Case No. HB1); and

(b) the pupil not be prioritised on the waiting list within the 'non-catchment' category as there are no exceptional circumstances demonstrated (Case No. EC1).

8.2 Requests for Priority on Waiting List - Reception

8.2.1 The Strategic Director of Children's Services submitted reports and commented upon cases (Case Nos. A1, C1, H1, M1, N1 and W1) where parents had expressed a wish for their child to be admitted to a primary school of their choice. The Strategic Director stated that places at the primary schools had been identified by the City Council, in accordance with the published admission criteria, and it had been agreed that the Strategic Director would provisionally allocate places at the schools where there were places available, up to the standard number/admission limit. The Committee was requested to consider prioritising the pupils on the waiting lists within their respective categories, for admission if and when a place becomes available.

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

8.2.3 **RESOLVED:** That :-

(a) the pupil be given priority on the waiting list in the 'other' category, on the grounds that the Committee considers that there are exceptional educational, medical and family circumstances demonstrated (Case No.

A1);

- (b) the pupil not be prioritised on the waiting list within the 'other' category as there are no exceptional circumstances demonstrated (Case No. C1);
- (c) the pupil not be prioritised on the waiting list within the 'other' category as there are no exceptional circumstances demonstrated (Case No. H1);
- (d) the pupil be given priority on the waiting list in the 'other' category, on the grounds that the Committee considers that there are exceptional educational and medical circumstances demonstrated (Case No. M1);
- (e) the pupil not be prioritised on the waiting list within the 'catchment' category as there are no exceptional circumstances demonstrated (Case No. N1); and
- (f) the pupil be given priority on the waiting list in the 'other' category, on the grounds that the Committee considers that there are exceptional educational, medical and family circumstances demonstrated (Case No. W1).

9. SCHOOL ADMISSION REQUESTS - SECONDARY SCHOOL PLACES

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

10. DATE OF NEXT MEETING

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