

Admissions Committee

Meeting held 30 April 2024

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

1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Denise Fox.

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 8 on the agenda (items 5 to 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 26 March, 2024, 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 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.

6. HOME TO SCHOOL TRANSPORT APPEALS

6.1 Verbal Appeal (Case No. ND/01)

- 6.1.1 In attendance were the appellant, and Sharon Craig, Semaira Asif and Vicky Hitchen (all from 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 hearing.
- 6.1.3 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. ND/01).
- 6.1.4 Sharon Craig explained the Stage 1 review and Stage 2 appeals process regarding the City Council's Home to School Transport Policy. Ms Craig 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.
- 6.1.5 The appellant explained the reasons for her preference of Notre Dame High School. She stated that this was due to her child choosing Notre Dame High School as her preferred school due to its supportive environment for her and her younger sibling, who will be transitioning in September 2024. Her child had an established friendship group and would be a support for her younger child when he is enrolled.
- 6.1.6 At this stage in the proceedings, the appellant and the officers left the meeting to enable the Committee to consider the evidence.
- 6.1.7 **RESOLVED:** That the appeal be upheld on the grounds that there are exceptional financial, family/social circumstances demonstrated (Case No. ND/01).

7. SCHOOL ADMISSION REQUESTS - MID-TERM

7.1 Request for Fresh Right of Appeal (Case No. KE1)

- 7.1.1 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 secondary school of their choice (Case No. KE1). 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.
- 7.1.2 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 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 family/social circumstances (Case No. KE1).

7.2 *Request for Prioritisation on Waiting List – Mid-Term - Urgent Case (Case No. H1)*

7.2.1 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 primary school of their choice (Case No. H1). The Committee was requested to consider prioritising the pupil on the waiting list within the 'other' category, for admission if and when a place becomes available.

7.2.2 The Committee gave consideration to all the supporting evidence and information provided by the pupil's parents including two reports provided by the child's Consultant Child and Adolescent Psychiatrist and a report from a second Educational Psychologist, and arising therefrom, it was:-

7.2.3 **RESOLVED:** That the pupil be given priority on the waiting list in the 'other' category, on the grounds that the Committee considers that there are exceptional medical and family/social circumstances demonstrated (Case No. H1).

(NOTE: Case No. H1 was considered by the Committee as an urgent item of business, on the recommendation of the Chair, 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, 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, due to the circumstances of this case).

8. **DATE OF NEXT MEETING**

8.1 It was noted that the date of the next meeting of the Committee is to be confirmed.

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