

Agenda Item 5

SHEFFIELD CITY COUNCIL

Admissions Committee

Meeting held 30 July 2024

PRESENT: Councillors Maleiki Haybe (Chair), Ann Whitaker (Deputy Chair), Talib Hussain, Mark Whittaker and Ann Woolhouse

12. APOLOGIES FOR ABSENCE

12.1 Apologies for absence were received from Councillors Karen McGowan and Garry Weatherall.

13. EXCLUSION OF PUBLIC AND PRESS

13.1 **RESOLVED:** That the public and press be excluded from the meeting before discussion takes place on items 6 to 10 on the agenda (items 16 to 20 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.

14. DECLARATIONS OF INTEREST

14.1 There were no declarations of interest.

15. MINUTES OF PREVIOUS MEETING

15.1 The minutes of the meeting of the Committee held on 11 June 2024, were approved as a correct record.

16. ACTION TAKEN UNDER DELEGATED POWERS

16.1 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.

17. HOME TO SCHOOL TRANSPORT APPEALS

17.1 Verbal Appeal (Case No. BD01)

17.1.1 In attendance were the appellant (who attended remotely), and Semaira Asif and

Vicky Hitchen (Customer Services).

- 17.1.2 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.
- 17.1.3 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.
- 17.1.4 Semaira Asif explained the Stage 1 review and Stage 2 appeals process regarding the City Council's Home to School Transport Policy. Ms Asif 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 one of the three qualifying schools at the time the choice was made.
- 17.1.5 The appellant explained the reasons for her preference of Bradfield School. She stated that her child had expressed a preference to attend Bradfield School and that she wished to support this choice. She explained that she was of the understanding that her child would be entitled to a zero fare bus pass, due to qualifying as a low income family and due to the distance travelled to school from home. She also stated that she was in part-time employment and, on her working days, her child would travel to school from her father's home, and she did not consider there to be a safe walking route from this address.
- 17.1.6 At this stage in the proceedings, the appellant and the officers left the meeting to enable the Committee to consider the evidence.
- 17.1.7 **RESOLVED:** That the appeal be upheld on the grounds that there are exceptional financial, family and social circumstances demonstrated (Case No. BD01).

18. SCHOOL ADMISSION REQUESTS - MID-TERM

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

19. SCHOOL ADMISSION REQUESTS - PRIMARY SCHOOL PLACES

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

20. SCHOOL ADMISSION REQUESTS - SECONDARY SCHOOL PLACES

- 20.1 *Request for Prioritisation on Waiting List (Case No.1)*

20.1.1 The Strategic Director of Children's Services submitted a written report detailing a case where a parent had expressed a wish for her child to be admitted to a secondary school of her choice. The Strategic Director stated that places at the secondary school 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 school where there were places available, up to the standard number/admission limit. The Committee was requested to consider prioritising the pupil on a waiting list within the 'feeder' category, for admission if and when a place becomes available.

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

20.1.3 **RESOLVED:** That the pupil be given priority on the waiting list in the 'feeder' category, on the grounds that the Committee considers that there are exceptional medical and family/social circumstances demonstrated (Case No.1).

20.2 Request for Fresh Right of Appeal (Case No.1)

20.2.1 The Strategic Director of Children's Services submitted a written report detailing a case where a parent had expressed a wish for her child to be admitted to a secondary school of her choice. 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.

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

20.2.3 **RESOLVED:** That the pupil be not granted a fresh right of appeal on the grounds that the Committee considers that there are no significant material changes demonstrated in the educational, financial, medical or family circumstances since the original application was made (Case No.1).

21. **DATE OF NEXT MEETING**

21.1 It was noted that the next meeting of the Committee would be held on Tuesday 24 September 2024, at 2.00 p.m., in the Town Hall.

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