

**Admissions Committee**

**Meeting held 22 May 2013**

**PRESENT:** Councillors Chris Rosling-Josephs (Chair), Talib Hussain,  
Andrew Sangar, Ian Saunders, Nikki Sharpe and Clive Skelton

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**1. APOLOGIES FOR ABSENCE**

1.1 An apology for absence was received from Councillor Martin Lawton.

**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 and 7 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 Councillor Andrew Sangar declared a personal interest in the appeal against the refusal of discretionary home to school transport (Case No. R1) on the grounds that he knew the pupil's childminder, and did not take part in the consideration of that appeal.

**4. MINUTES OF PREVIOUS MEETING**

4.1 The minutes of the meeting of the Committee held on 17<sup>th</sup> April 2013, 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 Interim Executive Director, Children, Young People and Families, in consultation with the Chair of the Committee, under powers delegated to her with regard to home to school transport or school admissions.

**6. PRIMARY SCHOOL PLACES - EARLY ENTRY REQUEST**

6.1 The Interim Executive Director, Children, Young People and Families, submitted a report and commented upon a case where parents had requested the City Council to give consideration to a request for early entry into a reception class and, arising therefrom, it was:-

6.2 RESOLVED: That the request be not granted on the grounds that the Committee is of the opinion that there are no exceptional educational, financial, medical or family reasons for allowing the child early entry to school.

(NOTE: In accordance with Council Procedure Rule 26 of the Council's Constitution and the provisions of Section 100B(4)(b) of the Local Government Act 1972, as amended, the Chair decided that the above request for early entry into a reception class be considered as a matter of urgency in order for the request to be considered at the earliest opportunity, although it had not been possible to give five clear days' notice that the request was to be considered.)

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

### **7.1 Discretionary Home to School Transport (Special Educational Needs)**

7.1.1 The Interim Executive Director, Children, Young People and Families, submitted a report and commented upon a case where parents had appealed against an administrative decision made by the Interim Executive Director with regard to the refusal to fund discretionary home to school transport in respect of their child.

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

7.1.3 RESOLVED: That the appeal be not upheld on the grounds that the Committee is of the opinion that there are no exceptional financial, medical, educational or family circumstances in the case (Case No. R1).

### **7.2 Home to School Travel Bus Passes**

7.2.1 The Interim Executive Director, Children, Young People and Families, submitted reports and commented upon seven cases where parents had appealed against the administrative decisions made by the Interim Executive Director with regard to the refusal to grant home to school travel bus passes.

7.2.2 The Committee gave consideration to all the supporting information and evidence 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 (a) three appeals be upheld on the grounds that there are either exceptional educational, financial, medical or family circumstances in the cases (Case Nos. BYRWO1, HS1 and WESTF1);

(b) three appeals 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, (i) two of the pupils do not attend their catchment area school/nearest suitable school (Case Nos. MEYN1 and MEYN2) and (ii) one pupil does not attend one of their three nearest qualifying schools (Case No. NOTDAM1); and

(c) the request in Case No. STTM1 be referred back to the Interim Executive Director for it to be re-assessed in terms of the distance between the pupil's home address to the school and, if the distance is under two miles, authority be given for

the Interim Executive Director, in consultation with the Chair of the Committee, to determine the request.

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