

To: Education and Children's Services Policy Board

On: 31 October 2019

Report by: Director of Children's Services

Heading: Proposals to consult on catchment reviews affecting: Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools.

1. Summary

- 1.1 In May 2019 the education and children's services policy board approved the report "Developing the School Estate Management Plan (SEMP 2020)" which included a proposal to undertake a statutory consultation on a catchment review affecting Kilbarchan and East Fulton Primary Schools.
- 1.2 Further assessment of housing development in this area has identified a requirement to consider further catchment reviews which would affect Kilbarchan and Woodlands Primary Schools and St Margaret's and Our Lady of Peace Primary Schools.
- 1.3 In addition to a review of catchment areas for these primary schools there will also be a need to revise catchment arrangements affecting Johnstone and Linwood High Schools. This revision would ensure that all pupils attending Kilbarchan Primary School will transfer to Johnstone High School and all pupils attending East Fulton and Woodlands Primary Schools will transfer to Linwood High School.
- 1.4 In accordance with the Schools (Consultation) (Scotland) Act 2010 (referred to as the "2010 Act"), this report seeks approval to consult on proposals to revise catchment arrangements affecting Kilbarchan and East Fulton Primary Schools (proposal 1); Kilbarchan and Woodlands Primary Schools (proposal 2); St Margaret's and Our Lady of Peace Primary Schools (proposal 3); and Johnstone and Linwood High Schools (proposal 4).

- 1.5 A “procedures for consultation” document has been created for each proposal and these documents are attached to this report. Each document advises elected members of the arrangements required to take each proposal forward as formal consultations as outlined in the 2010 Act.
- 1.6 Individual consultation documents have also been created for each proposal and these are also attached to this report. These documents describe the procedures to be followed to ensure full compliance with the 2010 Act, highlighting: the consultation arrangements required; the rationale for the review; the educational benefits of the proposal; the involvement of Education Scotland in the process; the format of the consultation report; and an activity timeline.
- 1.7 Subject to board approval of the proposals to consult, and positive outcomes from the consultations, the revised catchment areas could take effect from August 2021.
- 1.8 If the proposals are approved then all pupils currently living in affected addresses would be entitled to continue attending the schools they currently attend and if they are entitled to free school transport, in line with the Council’s transport policy, then this entitlement would also continue.
- 1.9 Siblings of those pupils attending Kilbarchan and St Margaret’s Primary Schools and Johnstone High School would also be entitled to attend these schools with their sibling as long as their sibling is registered in the school when they enrol / transfer.
- 1.10 Free school transport for new primary 1 pupils attending Kilbarchan and St Margaret’s Primary Schools and new S1 pupils attending Johnstone High School would only be provided in instances where pupils enrol in these schools at a time when their siblings still attend the school and where that sibling is entitled to free school transport.
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2. Recommendations

- 2.1 The education and children’s services policy board is asked to:
- approve the consultation procedures documents and the consultation documents relating to:
 - proposal 1: to revise catchment arrangements affecting Kilbarchan and East Fulton Primary Schools (appendix 1);
 - proposal 2: to revise catchment arrangements affecting Kilbarchan and Woodlands Primary Schools (appendix 2);
 - proposal 3: to revise catchment arrangements affecting St Margaret’s and Our Lady of Peace Primary Schools (appendix 3); and
 - proposal 4: to revise catchment arrangements affecting Johnstone and Linwood High Schools (appendix 4).
 - agree that a report on the outcome of the consultations be submitted to the education and children’s services policy board in May 2020.

3. Background

- 3.1. In May 2019 the education and children's services policy board approved the report "Developing the School Estate Management Plan (SEMP 2020)" which included a proposal to undertake a statutory consultation on a catchment review affecting Kilbarchan and East Fulton Primary Schools.
- 3.2. Further assessment of housing development in this area has identified a requirement to consider catchment reviews which would affect Kilbarchan and Woodlands Primary Schools and St Margaret's and Our Lady of Peace Primary Schools.
- 3.3. In addition to a review of catchment areas for these primary schools, there will also be a need to revise catchment arrangements affecting Johnstone and Linwood High Schools. This revision will ensure that all pupils attending Kilbarchan Primary School will transfer to Johnstone High School and all pupils attending East Fulton and Woodlands Primary Schools will transfer to Linwood High School.
- 3.4. Proposal 1: The new housing developments at "Merchiston Hospital" and "Houston Station" could generate approximately 61 additional primary school pupils over a 6 year period. The undernoted table demonstrates that these additional pupils (when combined with the pupils generated from the development at Johnstone Hospital) could put excessive pressure on the accommodation at Kilbarchan Primary School but that the increased number of pupils could be accommodated more comfortably within East Fulton Primary School.

Kilbarchan Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	266	276	294	300	307	300
Occupancy excluding housing developments	76%	78%	84%	85%	87%	85%
Projection including all developments	281	310	350	374	391	389
Percentage occupancy level including all developments	80%	88%	99%	106%	111%	110%
Pupils rezoned to East Fulton Primary School (61)	10	10	13	13	10	5
<i>Pupils rezoned to Woodlands Primary School (28)</i>	5	9	9	5	0	0
East Fulton Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	216	221	228	227	215	208
Occupancy excluding housing developments	61%	63%	65%	64%	61%	59%
Projection including all developments	226	241	261	273	271	269
Percentage occupancy level including all developments	64%	68%	74%	78%	77%	76%

Pupils rezoned from Kilbarchan Primary School (61)	10	10	13	13	10	5
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- 3.5. Pupils living at addresses affected by this catchment review are entitled to free school transport if they are currently attending Kilbarchan Primary School. If this proposal is approved, all pupils living at these addresses would be entitled to free school transport to East Fulton Primary School.
- 3.6. It is recommended that the catchment boundary between these schools be amended to remove these housing developments from Kilbarchan Primary School's catchment area and to incorporate them into East Fulton Primary School's catchment area.
- 3.7. Proposal 2: The new housing development at "Johnstone Hospital" could generate approximately 28 additional primary school pupils over a 6 year period. These additional pupils, when combined with the number of additional pupils noted above, could put excessive pressure on the accommodation at Kilbarchan Primary School. The undernoted table demonstrates that the increased number of pupils from the new housing development at "Johnstone Hospital" could be accommodated more comfortably within Woodlands Primary School.

Kilbarchan Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	266	276	294	300	307	300
Occupancy excluding housing developments	76%	78%	84%	85%	87%	85%
Projection including all developments	281	310	350	374	391	389
Percentage occupancy level including all developments	80%	88%	99%	106%	111%	110%
Pupils rezoned to Woodlands Primary School (28)	10	10	13	13	10	5
<i>Pupils rezoned to East Fulton Primary School (61)</i>	<i>5</i>	<i>9</i>	<i>9</i>	<i>5</i>	<i>0</i>	<i>0</i>
Woodlands Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	325	328	326	313	332	332
Occupancy excluding housing developments	71%	71%	71%	68%	72%	72%
Projection including all developments	330	342	349	341	360	360
Percentage occupancy level including all developments	72%	74%	76%	74%	78%	78%
Pupils rezoned from Kilbarchan Primary School (28)	5	9	9	5	0	0

- 3.8. Pupils living at addresses affected by this catchment review would be entitled to free school transport if they attended Kilbarchan Primary School. If this proposal is approved all pupils living at these addresses would be within 1 mile's walking distance of Woodlands Primary School and therefore would not be entitled to free school transport.
- 3.9. It is recommended that the catchment boundary between these schools be amended to remove this housing development from Kilbarchan Primary School's catchment area and to incorporate it into Woodlands Primary School's catchment area.
- 3.10. Proposal 3: The new housing developments at "Merchiston Hospital", "Houston Station" and "Johnstone Hospital" could generate approximately 18 additional denominational primary school pupils over a 6 year period. The undernoted table demonstrates that these additional pupils could put pressure on the accommodation at St Margaret's Primary School but that the increased number of pupils could be accommodated more comfortably within Our Lady of Peace Primary School.

St Margaret's Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	227	229	223	221	233	233
Occupancy excluding housing developments	83%	84%	82%	81%	86%	86%
Projection including all developments	230	236	234	236	250	251
Percentage occupancy level including all developments	85%	87%	86%	87%	92%	92%
Pupils rezoned to Our Lady of Peace Primary School (18)	3	4	4	4	2	1
Our Lady of Peace Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	237	226	226	229	224	224
Occupancy excluding housing developments	67%	64%	64%	65%	64%	64%
Projection including all developments	240	233	237	244	241	242
Percentage occupancy level including all developments	68%	66%	67%	69%	68%	69%
Pupils rezoned from St Margaret's Primary School (18)	3	4	4	4	2	1

- 3.11. Denominational pupils living at addresses within housing developments at "Merchiston Hospital" and "Houston Station" are entitled to free school transport if they are currently attending St Margaret's Primary School. If this proposal is approved all pupils living at these addresses would be entitled to free school transport to Our Lady of Peace Primary School.

- 3.12. However, if this proposal is approved all denominational pupils living at addresses within the “Johnstone Hospital” site would be within 1 mile’s walking distance of Our Lady of Peace Primary School and therefore would not be entitled to free school transport.
- 3.13. It is recommended that the catchment boundary between these schools be amended to remove these housing developments from St Margaret’s Primary School’s catchment area and to incorporate them into Our Lady of Peace Primary School’s catchment area.
- 3.14. Proposal 4: The new housing developments at “Merchiston Hospital”, “Houston Station” and “Johnstone Hospital” could generate approximately 48 additional secondary school pupils over a 6 year period. The undernoted table demonstrates that while there is no excessive pressure on accommodation at Johnstone High School these additional pupils could be accommodated comfortably at Linwood High School which is geographically closer.

Johnstone High School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	994	1019	1045	1102	1105	1142
Occupancy excluding housing developments	72%	74%	76%	80%	80%	83%
Projection including all developments	1002	1037	1075	1142	1150	1190
Percentage occupancy level including all developments	73%	75%	78%	83%	83%	86%
Pupils rezoned to Linwood High School (48)	8	10	12	10	5	3
Linwood High School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	408	399	401	413	416	426
Occupancy excluding housing developments	71%	69%	70%	72%	72%	74%
Projection including all developments	416	417	431	453	461	474
Percentage occupancy level including all developments	72%	72%	75%	79%	80%	82%
Pupils rezoned from Johnstone High School (48)	8	10	12	10	5	3

- 3.15. It is therefore recommended that the catchment boundary between these schools be amended to remove these housing developments from Johnstone High School’s catchment area and to incorporate them into Linwood High School’s catchment area.

4. Formal Consultation

- 4.1. The Schools (Consultation) (Scotland) Act 2010 (“the 2010 Act”) makes provision for the consultation process that is to apply regarding various proposals made by Councils for schools.
- 4.2. The principal purpose of the 2010 Act is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools.
- 4.3. These consultation processes are expected to be robust, open, transparent and fair, and seen to be so. They are also expected to be consistent across Scotland. The 2010 Act applies to a wide range of changes to the school estate, referred to as “relevant proposals”.
- 4.4. This report seeks approval to consult on the proposals to revise catchment arrangements affecting Kilbarchan and East Fulton Primary Schools (proposal 1); Kilbarchan and Woodlands Primary Schools (proposal 2); St Margaret’s and Our Lady of Peace Primary Schools (proposal 3); and Johnstone and Linwood High Schools (proposal 4). In accordance with Section 2 and Schedule 1, Para. 4 of the 2010 Act, a proposal to vary any admission arrangements for a school, including a proposal to alter or establish the catchment area of a school, is a relevant proposal for the purposes of the 2010 Act. These proposals are therefore relevant proposals for the purposes of the 2010 Act.
- 4.5. The “procedures for consultation” documents are attached to this report. These documents advise elected members of the arrangements required to take the proposal forward as a formal consultation as outlined in the 2010 Act.
- 4.6. The consultation documents relevant to these proposals have also been attached to this report. These documents describe the procedures to be followed to ensure full compliance with the 2010 Act, highlighting: the consultation arrangements required; the rationale for the review; the educational benefits of the proposal; the involvement of Education Scotland in the process; the format of the consultation report; and an activity timeline.
- 4.7. If approved these catchment alterations would be implemented in August 2021 for school session 2021 / 2022.
- 4.8. If the proposals are approved then all pupils currently living in affected addresses would be entitled to continue attending the schools they currently attend and if they are entitled to free school transport, in line with the Council’s transport policy, then this entitlement would also continue.
- 4.9. Siblings of those pupils attending Kilbarchan and St Margaret’s Primary Schools and Johnstone High School would also be entitled to attend these schools with their sibling as long as their sibling is registered in the school when they enrol / transfer.

4.10. Free school transport, for new primary 1 pupils attending Kilbarchan and St Margaret's Primary Schools and new S1 pupils attending Johnstone High School, would only be provided in instances where pupils enrol in these schools at a time when their siblings still attend the school and where that sibling is entitled to free school transport.

4.11. The time line and summary of the consultation process in respect of this proposal is set out below:

Activity	Date
Approval for consultation sought from Education and Children's Services policy board	31 October 2019
Consultation document to be issued outlining the proposal to: <ul style="list-style-type: none"> the parent council or combined parent council of any affected schools; the parents of the pupils at any affected school; the parents of any children who would be likely to become pupils at the affected schools expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper; the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity); the staff (teaching and other) at any affected school; any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school; the community council (if any); the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant; any other education authority that the education authority considers relevant; and any other community groups using any of the affected schools. 	18 November 2019
Advert to advise of public consultation meeting and the commencement of the formal consultation period issued via local press.	18 November 2019
<ul style="list-style-type: none"> Public consultation meeting, covering all proposals, held to consult with affected communities in Woodlands Primary School at 6.30pm; and Questionnaire to go live on the Council website. 	26 November 2019
Public consultation period ends 6 weeks after the date of the public meeting. The total period excludes any school holidays or in-service days.	21 January 2020
Report to Education Scotland on outcome of consultation.	4 February 2020
Response from Education Scotland on outcome of consultation.	25 February 2020

Consultation response report (including Education Scotland response) presented to Education and Children's Services policy board meeting stating consultation outcomes and making final recommendation.	May 2020
Copy of proposal paper and consultation response report sent to Scottish Ministers within 6 days of education and children's services policy board approval.	May 2020

Implications of the Report

1. **Financial** – Costs associated with transport would be contained within existing revenue budgets.
 2. **HR & Organisational Development** - None.
 3. **Community/Council Planning** – None.
 4. **Legal**
This proposal adheres to the procedures required to take forward any proposal in terms of the Schools (consultation) (Scotland) Act 2010 amended through the enactment of the Children and Young People (Scotland) Act 2014.
 5. **Property/Assets** - None.
 6. **Information Technology** - None.
 7. **Equality & Human Rights –**
The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
 8. **Health & Safety** - None.
 9. **Procurement** – None.
 10. **Risk** - None.
 11. **Privacy Impact** - None.
 12. **Cosla Policy Position** – None.
 13. **Climate Risk** – None.
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List of Background Papers

- (a) “Developing the School Estate Management Plan (SEMP 2020)” – Education and Children’s Services Policy Board, May 2019

The foregoing background paper will be retained within Children’s Services for inspection by the public for the prescribed period of four years from the date of the meeting. The contact officer within the service is Ian Thomson, education manager. 0141 618 7241. email: ian.thomson@renfrewshire.gov.uk

IT/GMcK
21 October 2019

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PROCEDURES FOR CONSULTATION RELATING TO:

Proposal to consult on: Catchment review affecting Kilbarchan Primary School and East Fulton Primary School.

1. Summary

- 1.1 This report lays out the consultation procedures required to take forward the proposal as outlined above in terms of the Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014.

2. Procedures

- 2.1 The procedures for consultation relating to this proposal are:

- 2.1.1 A consultation document will be prepared outlining the background to the proposal to revise catchment arrangements between Kilbarchan Primary School and East Fulton Primary School.

- 2.1.2 Copies of the document will be issued simultaneously to:

- the parent council or combined parent council of any affected schools;
- the parents of the pupils at any affected school;
- the parents of any children expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper;
- the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity);
- the staff (teaching and other) at any affected school;
- any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school;
- the community council (if any);
- the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant;
- any other education authority that the education authority considers relevant; and
- any other community groups using any of the affected schools.

2.2 It is proposed that:

- an advertisement will be prepared notifying the public and inviting written comment from individuals or organisations outlining the proposal and the recommendations and stating that full details can be obtained from establishments affected;
- the report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries;
- the consultation should commence on 18 November 2019 and it will run until 21 January 2020;
- a public meeting will be held at 6.30pm on 26 November 2019 in Woodlands Primary School. This will provide the opportunity for discussion and oral representation to be made on proposals to review catchment arrangements affecting Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools; and
- written representation should be made to The Director of Children's Services, Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley, PA1 1LE or to kilbarchanreview@renfrewshire.gov.uk, no later than noon on 21 January 2020.

2.3 Copies of the proposal report and all written representations and comments received will be forwarded to Education Scotland who will consider the papers and prepare a report which will be sent to the education authority.

2.4 A consultation response report including a summary of all written submissions from all bodies and the report from Education Scotland will then be published by children's services in advance of any Council decision. The report will include a statement of the authority's responses to any issues raised by representations received or by the report from Education Scotland. The consultation response report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries.

2.5 Interested parties have three weeks time for further consideration from the date of publication of the consultation report.

2.6 The Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014 does not require referral to Scottish ministers in cases other than closure of schools.

2.7 The final recommendation considering the results of the consultative process will be presented to a meeting of the education and children's services policy board in May 2020.

THIS IS A CONSULTATION DOCUMENT

Proposals relating to:

The revision of catchment areas affecting Kilbarchan and East Fulton Primary Schools

1. Introduction

- 1.1 The Schools (Consultation) (Scotland) Act 2010 (“the 2010 Act”) makes provision for the consultation process that is to apply re: various proposals made by Councils for schools. The principal purpose of the 2010 Act is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools. These consultation processes are expected to be robust, open, transparent and fair, and seen to be so. They are also expected to be consistent across Scotland. The 2010 Act applies to a wide range of changes to the school estate, referred to as “relevant proposals”.
- 1.2 This document seeks approval to consult on the proposal to revise catchment arrangements affecting Kilbarchan and East Fulton Primary Schools. In accordance with Section 2 and Schedule 1, Para. 4 of the 2010 Act, a proposal to vary any admission arrangements for a school, including a proposal to alter or establish the catchment area of a school, is a relevant proposal for the purposes of the 2010 Act. This proposal is therefore a relevant proposal for the purposes of the 2010 Act.
- 1.3 This is the proposal paper, produced by the Council in accordance with the terms of Sections 1 and 4 of the 2010 Act. This proposal paper must:
 - a) set out the details of the relevant proposal;
 - b) propose a date for implementation of the proposal;
 - c) contain the educational benefits statement in respect of the proposal;
 - d) refer to such evidence or other information in support of (or otherwise relevant in relation to) the proposal as the Council considers appropriate; and
 - e) give a summary of the process provided for in the 2010 Act.

The Council must do the following:

- a) publish this proposal paper in electronic and printed form;
- b) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to, available for inspection at all reasonable times and without charge:

- (i) at its head office and on its website; and
 - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school.
 - c) provide without charge the information contained in this proposal paper:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
 - d) advertise the publication of the proposal paper by such means as it considers appropriate.
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2 Correction of the proposal paper

- 2.1 Where, during the consultation period, the Council has been notified of an alleged omission of relevant information from a proposal paper or an alleged inaccuracy in a proposal paper the Council must proceed as follows:
- a) determine if relevant information has (in its opinion) been omitted and whether there is (in fact) an inaccuracy;
 - b) inform the notifier of its determination under paragraph (a), and the reasons for that determination;
 - c) inform the notifier as to the action (if any) it is taking and of the reasons why it is, or is not, taking such action; and
 - d) invite the notifier to make representations to the Council if the notifier disagrees with the Council's determination under paragraph (a) or its decision as to whether to take action.
- 2.2 Where the notifier makes further representation under paragraph 2(d) above, the Council may make a fresh determination as to whether relevant information has been omitted or there is (in fact) an inaccuracy and the Council may make a fresh decision as to whether to take action. The Council must inform the notifier if it makes a fresh determination referred to above, or if it makes a fresh decision as to whether to take action.
- 2.3 Where, having been notified by another person as described above, the Council determines that:
- a) relevant information has been omitted from the proposal paper, or
 - b) there is (in fact) an inaccuracy in the proposal paper; and
 - c) where the Council discovers, during the consultation period that relevant information has been omitted from a proposal paper or discovers an inaccuracy in a proposal paper, the Council must proceed as follows:
- 2.4 Where the information that has been omitted or the inaccuracy relates to a material consideration relevant to the Council's decision as to implementation of the proposal, it must:

- (i) publish a corrected proposal paper,
- (ii) give revised notice in accordance with the 2010 Act and
- (iii) send a copy of the corrected paper to Education Scotland, or
- (iv) issue a notice to the relevant consultees and Education Scotland providing the omitted information or, as the case may be, correcting the inaccuracy, and, if the Council considers it appropriate, extending the consultation period by such period as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction.

- 2.5 Where the information that has been omitted or the inaccuracy does not relate to a material consideration, the Council may, but is not obliged to, take steps (i)-(iii) or (iv) described above, and may also take no further action, except to report the inaccuracy/omission as required by the 2010 Act in the consultation report, which is referred to in more detail below.
- 2.6 Where, after the end of the consultation period, the Council issues a notice to the relevant consultees and Education Scotland providing the omitted information or correcting the inaccuracy, that notice may, instead of extending the consultation period, specify such further period during which representations may be made on the proposal as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction. Any such further period is to be treated as part of the consultation period for the purposes of the 2010 Act.

3 Consultation arrangements

- 3.1 As confirmed above, the present proposal is a relevant proposal for the purposes of the 2010 Act, and therefore the Council will adhere to the consultation process in the 2010 Act.
- 3.2 This consultation document provides background information to the catchment review. It details the proposal and indicates a timeframe for implementation should the proposal be approved.
- 3.3 This consultation document also includes the Council's Educational Benefits Statement.

4 Rationale for catchment review

- 4.1 In the report "Developing the School Estate Management Plan (SEMP 2020)" it was noted that the new housing development at Weir's Wynd, at the Merchiston Hospital site, would put pressure on accommodation at Kilbarchan Primary School and that this could result in the pupil roll at the school increasing beyond the building's operational capacity.

- 4.2 It was also identified that East Fulton Primary School could accommodate the number of non-denominational pupils living in this new housing development and it was therefore recommended that a formal consultation be undertaken to review catchment arrangements affecting these schools.
- 4.3 At this time, the current distribution of children living in this development shows that 2 of 16 children are choosing to attend Kilbarchan Primary School.
- 4.4 Another small housing development, "Houston Station House", has been identified within the Kilbarchan Primary School catchment area. This development is immediately adjacent to the Merchiston Hospital site and while it may only generate a small number of pupils it should be included as part of the formal consultation on this catchment review as it contributes to the capacity challenges noted above.
- 4.5 Assessment of planning data has been undertaken and this exercise has identified that the new housing developments could generate approximately 61 additional primary school pupils over a 6 year period.
- 4.6 The undernoted table demonstrates that these additional pupils (when combined with the pupils generated from the development at Johnstone Hospital) could put excessive pressure on the accommodation at Kilbarchan Primary School but that the increased number of pupils could be accommodated more comfortably within East Fulton Primary School.

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East Fulton Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	216	221	228	227	215	208
Occupancy excluding housing developments	61%	63%	65%	64%	61%	59%
Projection including all developments	226	241	261	273	271	269
Percentage occupancy level including all developments	64%	68%	74%	78%	77%	76%
Pupils rezoned from Kilbarchan Primary School (61)	10	10	13	13	10	5

- 4.7 Pupils living at addresses affected by this catchment review are currently entitled to free school transport if they are currently attending Kilbarchan Primary School. If this proposal is approved all pupils living at these addresses would be entitled to free school transport to East Fulton Primary School.
- 4.8 It is therefore recommended that the catchment boundary between these schools be amended to remove these housing developments from Kilbarchan Primary School's catchment area and to incorporate them into East Fulton Primary School's catchment area.
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5 Educational benefits statement

- 5.1 Under the 2010 Act the Council must prepare an educational benefits statement (EBS) in accordance with Sections 1 and 3 of the 2010 Act.
- 5.2 The EBS must include the following:
- a) the Council's assessment of the likely educational effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school;
 - (ii) any other users of the school's facilities;
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school; or
 - (iv) the pupils of any other schools in the Council's area,
 - b) the Council's assessment of any other likely effects of the proposal (if implemented),
 - c) an explanation of how the Council intends to minimise or avoid any adverse educational effects that may arise from the proposal (if implemented),
 - d) a description of the educational benefits which the Council believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them), as well as the Council's reasons for coming to those beliefs.
- 5.3 The following paragraphs detail the Council's Educational Benefits Statement:
- 5.3.1 All pupils affected by this catchment review would be entitled to continue attending the school they are currently in.
- 5.3.2 Children's Services would provide transition support to any pupils opting to change school as a result of this proposal.
- 5.3.3 If a pupil is entitled to free school transport, in line with the Council's transport policy, then this entitlement would also continue.

- 5.3.4 Siblings of those pupils attending Kilbarchan Primary School would be entitled to attend this school with their sibling as long as their sibling is registered in the school when they enrol.
- 5.3.5 Free school transport for new primary 1 pupils would only be provided in instances where the pupil enrolls in the school at a time when their sibling still attends the school and where that sibling is entitled to free school transport.
- 5.3.6 Renfrewshire Council's quality improvement framework supports all schools to improve and develop. Kilbarchan and East Fulton Primary Schools produce annual standards and quality reports which demonstrate progress towards their agreed educational objectives through the efficient and prudent use of resources. Both schools have well developed self-evaluation and school improvement planning procedures which are informed by the whole school community and reviewed through the Council's quality improvement visits which are aligned to the quality indicators identified in How Good is Our School 4 (HGIOS4).
- 5.3.7 This catchment review is necessary as the increased number of pupils would put excessive pressure on the accommodation at Kilbarchan Primary School.
- 5.3.8 The increase in numbers could result in the pupil roll increasing beyond Kilbarchan Primary School's operational capacity, impacting on spaces for teacher directed learning; breakout areas for independent or small group learning; and areas to facilitate the range of learning experiences necessary for the development of meta skills.
- 5.3.9 The capacity of East Fulton Primary School is 352 and the maximum projected pupil roll, including those pupils potentially generated from these new housing developments is 273. This means that the accommodation at East Fulton Primary School can support the full range of curricular and extra-curricular activity and this increase in pupil numbers would not adversely affect the delivery of the curriculum. This proposal will assist with effective class organisation models to support learning and teaching.
- 5.3.10 The accommodation at East Fulton Primary School can support the full range of curricular and extra-curricular activity and it would not be adversely affected by this increase in pupil numbers. However, Kilbarchan Primary School's playground and social gathering areas, which provide for different kinds of play and social interaction, could be adversely affected in terms of space to play; access to outdoor P.E.; participation in outdoor learning opportunities relating to the natural environment and environmental issues; and extra-curricular physical activity.
- 5.3.11 The accommodation at East Fulton Primary School provides ample support spaces to support the wellbeing of all pupils however, Kilbarchan Primary School's capacity to provide quiet spaces to support the emotional wellbeing of pupils with additional support needs could be compromised by increased numbers.

5.3.12 The additional number of pupils at Kilbarchan Primary School would also impact on dining, creating pressure on the existing facilities. The accommodation at East Fulton Primary School provides ample dining facilities for all pupils.

5.4 Our assessment of any other likely effects of the proposal (if implemented).

As is the case in any consultation of this scale, there may be those who perceive their situation to be affected positively, those who perceive the changes as negatively affecting their situation, and those for whom no perceived change is anticipated.

For example, a child who currently attends Kilbarchan Primary School who has siblings who may wish to attend this school in the future may have concerns; if the proposal goes ahead and they are deemed to now be living in the East Fulton Primary School catchment area. These families would neither be advantaged nor disadvantaged as provision is being made for them to attend, so long as siblings are in attendance at the time of enrolment.

5.5 How we would intend to minimise or avoid any adverse effects that may arise from the proposal (if implemented).

A right for siblings of those affected by the change has been included. That is, a child who attends Kilbarchan primary school currently and has a sibling who wishes to attend in the future are being afforded provision to do so; should the proposal be agreed.

5.6 The benefits, which we believe, would result from implementation of this proposal.

In addition to the benefits noted in 5.3.1 – 5.3.8 above, Children's Services believe that reviewing this catchment area would enable the Council to plan more effectively and robustly as the challenge of rising rolls within the authority continues to emerge.

6. Impact on schools and their communities

6.1 Catchment review forms part of the Council's School Estate Management Planning process and equality impact assessment is central to this approach.

6.2 The recommendations contained within this report will be assessed in relation to their potential impact on equalities and human rights as part of the consultative process.

6.3 There is no impact on community council boundaries.

6.4 Both schools will have capacity to serve communities.

7. Involvement of Education Scotland

- 7.1 A copy of this proposal has been sent to Education Scotland.
- 7.2 At the end of the formal consultation period Children's Services will send Education Scotland the following:
- a) a copy of all relevant written representations that are received from any person during the consultation period;
 - b) a summary of any oral representations made by any person during the public meeting; and
 - c) a copy of any other relevant documentation, as available and so far, as practicable.
- 7.3 Education Scotland will provide the Council with a report on the educational aspects of this proposal. This report will be submitted to the Council no later than 3 weeks after Children's Services have sent them all of the representations and documents noted above, or such longer period as the Council may agree with Education Scotland.
- 7.4 In preparing their report, Education Scotland may visit establishments affected by the proposal and may make reasonable enquiries of such persons (both in the in the establishments and outwith) as they consider appropriate.

8. Consultation report

- 8.1 After receiving the report from Education Scotland, Children's Services will review the proposal having regard (in particular) to the following:
- a) written representations received by the Council from any person during the consultation period;
 - b) oral representations received by the Council from any person at the public meeting; and
 - c) the report provided by Education Scotland.
- 8.2 Thereafter the service will prepare a consultation report for consideration by the education and children's services policy board.
- 8.3 The consultation report will contain the following:
- a) a record of the total number of any written representations made to the Council (by any person) on the proposal during the consultation period;
 - b) a summary of:

- (i) those written representations; and
 - (ii) any oral representations made to it (by any person) at the public meeting.
- c) a statement of the Council's response to:
 - (i) those written and oral representations; and
 - (ii) Education Scotland's report.
- d) a copy of that report
- e) a statement explaining how the Council complied with its obligation to review the relevant proposal as described above.

8.4 The consultation report will also include the following:

- a) details of any omission/inaccuracy in the proposal paper, or (as the case may be) any alleged omission/inaccuracy, (including a statement of the Council's opinion on it);
- b) a statement of the action taken in respect of the omission or inaccuracy, or (as the case may be) the alleged omission/inaccuracy, or, if no action has been taken, of that fact (and why); and
- c) any representations made to the Council where the person who made the notification re: omission/inaccuracy disagreed with the Council's determination as to whether there had been an omission/inaccuracy, or its decision as to whether to take action.

8.5 The Council must:

- a) publish the consultation report in both electronic and printed form;
- b) make the report available for inspection at all reasonable times and without charge:
 - (i) at its head office and on its website; and
 - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school.
- c) provide without charge the information contained in the consultation report:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
- d) inform any person who during the consultation period made written representations on the relevant proposal of the publication of the consultation report; and

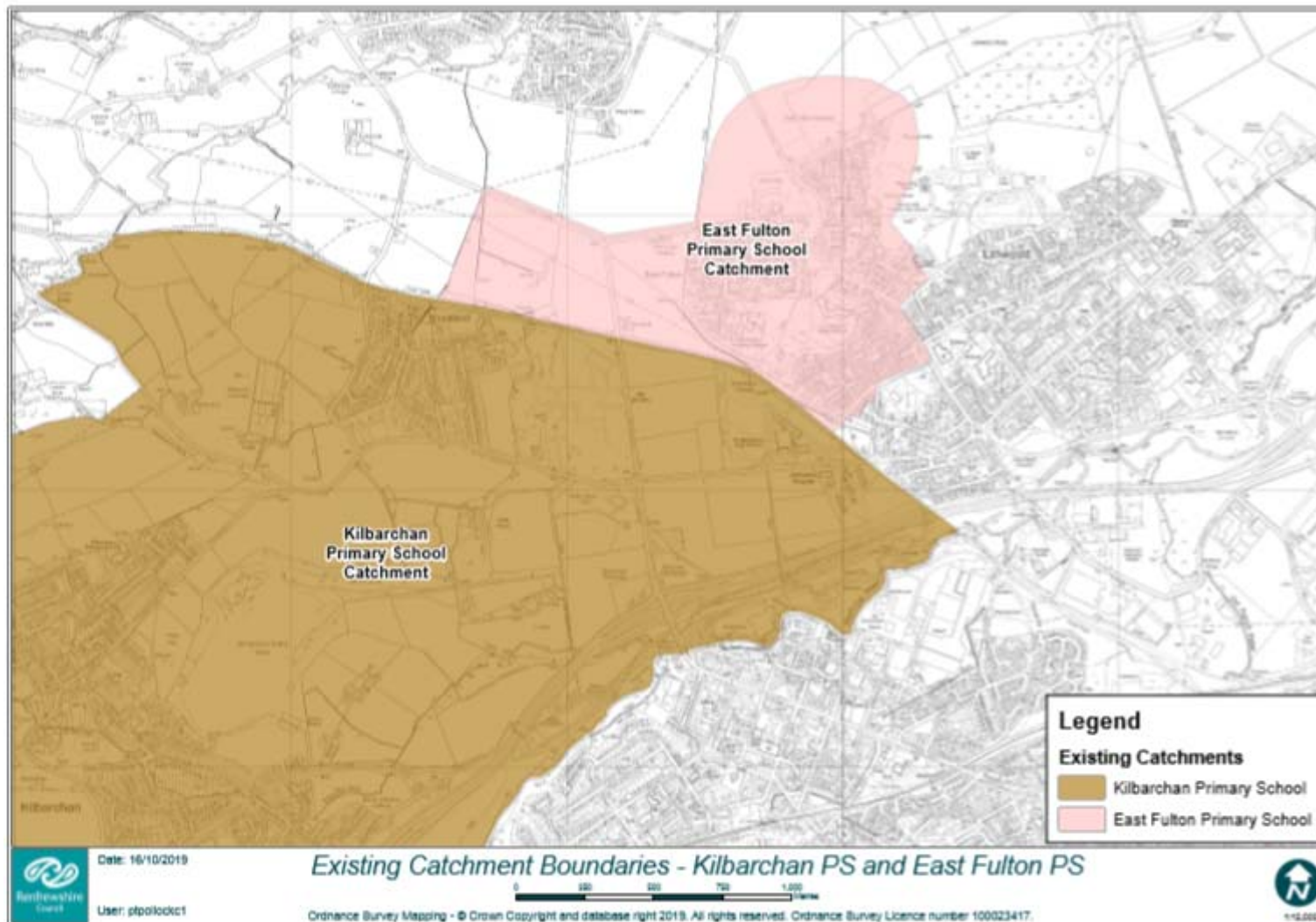
- e) advertise the publication of the consultation report by such means as it considers appropriate.

8.6 The time line and summary of the consultation process in respect of this proposal is set out below:

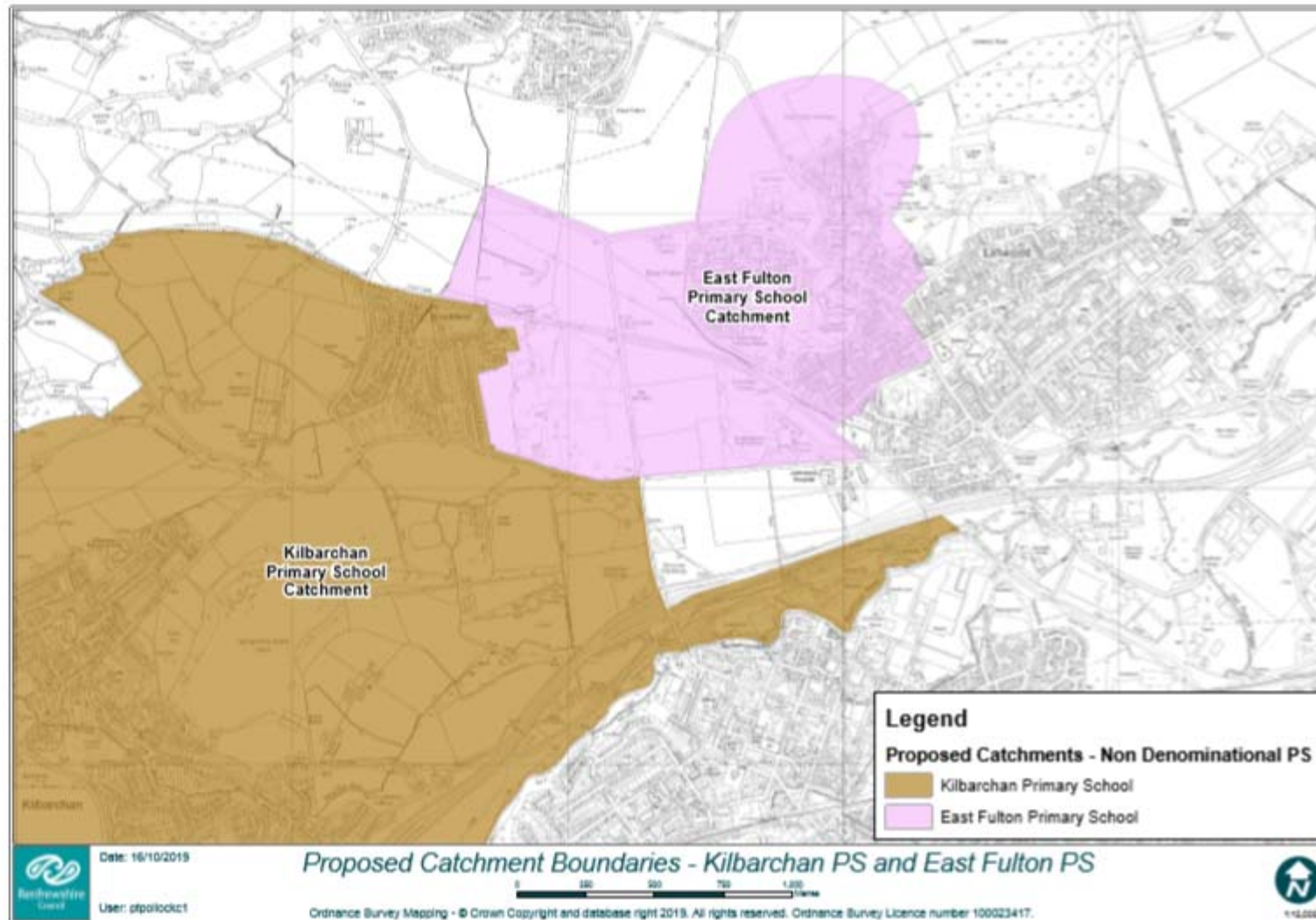
Activity	Date
Approval for consultation sought from Education and Children's Services policy board	31 October 2019
Consultation document to be issued outlining the proposal to: <ul style="list-style-type: none"> the parent council or combined parent council of any affected schools; the parents of the pupils at any affected school; the parents of any children who would be likely to become pupils at the affected schools expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper; the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity); the staff (teaching and other) at any affected school; any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school; the community council (if any); the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant; any other education authority that the education authority considers relevant; and any other community groups using any of the affected schools. 	18 November 2019
Advert to advise of public consultation meeting and the commencement of the formal consultation period issued via local press.	18 November 2019
<ul style="list-style-type: none"> Public consultation meeting, covering all proposals, held to consult with affected communities in Woodlands Primary School at 6.30pm; and Questionnaire to go live on the Council website. 	26 November 2019
Public consultation period ends 6 weeks after the date of the public meeting. The total period excludes any school holidays or in-service days.	21 January 2020
Report to Education Scotland on outcome of consultation.	4 February 2020
Response from Education Scotland on outcome of consultation.	25 February 2020
Consultation response report (including Education Scotland response) presented to Education and Children's Services	May 2020

policy board meeting stating consultation outcomes and making final recommendation.	
Copy of proposal paper and consultation response report sent to Scottish Ministers within 6 days of education and children's services policy board approval.	May 2020

Existing Catchment – Kilbarchan and East Fulton Primary Schools



Proposed Catchment – Kilbarchan and East Fulton Primary Schools



Catchment Review: Streets Affected – Kilbarchan Primary School with East Fulton Primary School

Addresses at September 2019

Barochan Lane
Fairlie Road
Glendale Wynd
Gowanlea Place
Merchiston Drive
Merchiston Oval
Nethermains Avenue
Newfield Way
Whitebeam Grove
Whitehouse Gardens
Windyhill Crescent

Note: This development is still under construction and more addresses may be added to this list, which fall within the boundary of the developments.

Catchment Review: Kilbarchan Primary School with East Fulton Primary School

Numbers currently attending Renfrewshire schools from development:

School	Number of pupils affected
Bridge of Weir Primary School	1
Cochrane Castle Primary School	2
East Fulton Primary School	4
Kilbarchan Primary School	2
St Fillan's Primary School	3
West Primary School	2
Williamsburgh Primary School	2
Total pupils (September 2019)	16

PROCEDURES FOR CONSULTATION RELATING TO:

Proposal to consult on: Catchment review affecting Kilbarchan Primary School and Woodlands Primary School.

1. Summary

- 1.1 This report lays out the consultation procedures required to take forward the proposal as outlined above in terms of the Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014.

2. Procedures

2.1 The procedures for consultation relating to this proposal are:

- 2.1.1 A consultation document will be prepared outlining the background to the proposal to revise catchment arrangements between Kilbarchan Primary School and Woodlands Primary School.
- 2.1.2 Copies of the document will be issued simultaneously to:
- the parent council or combined parent council of any affected schools;
 - the parents of the pupils at any affected school;
 - the parents of any children expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper;
 - the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity);
 - the staff (teaching and other) at any affected school;
 - any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school;
 - the community council (if any);
 - the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant;
 - any other education authority that the education authority considers relevant; and
 - any other community groups using any of the affected schools.

2.2 It is proposed that:

- an advertisement will be prepared notifying the public and inviting written comment from individuals or organisations outlining the proposal and the recommendations and stating that full details can be obtained from establishments affected;
- the report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries;
- the consultation should commence on 18 November 2019 and it will run until 21 January 2020;
- a public meeting will be held at 6.30pm on 26 November 2019 in Woodlands Primary School. This will provide the opportunity for discussion and oral representation to be made on proposals to review catchment arrangements affecting Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools; and
- written representation should be made to The Director of Children's Services, Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley, PA1 1LE or to kilbarchanreview@renfrewshire.gov.uk, no later than noon on 21 January 2020.

- 2.3 Copies of the proposal report and all written representations and comments received will be forwarded to Education Scotland who will consider the papers and prepare a report which will be sent to the education authority.
- 2.4 A consultation response report including a summary of all written submissions from all bodies and the report from Education Scotland will then be published by children's services in advance of any Council decision. The report will include a statement of the authority's responses to any issues raised by representations received or by the report from Education Scotland. The consultation response report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries.
- 2.5 Interested parties have three weeks time for further consideration from the date of publication of the consultation report.
- 2.6 The Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014 does not require referral to Scottish ministers in cases other than closure of schools.
- 2.7 The final recommendation considering the results of the consultative process will be presented to a meeting of the education and children's services policy board in May 2020.

THIS IS A CONSULTATION DOCUMENT

Proposal relating to:

The revision of catchment areas affecting Kilbarchan and Woodlands Primary Schools

1. Introduction

- 1.1 The Schools (Consultation) (Scotland) Act 2010 (“the 2010 Act”) makes provision for the consultation process that is to apply re: various proposals made by Councils for schools. The principal purpose of the 2010 Act is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools. These consultation processes are expected to be robust, open, transparent and fair, and seen to be so. They are also expected to be consistent across Scotland. The 2010 Act applies to a wide range of changes to the school estate, referred to as “relevant proposals”.
- 1.2 This document seeks approval to consult on the proposal to revise catchment arrangements affecting Kilbarchan and Woodlands Primary Schools. In accordance with Section 2 and Schedule 1, Para. 4 of the 2010 Act, a proposal to vary any admission arrangements for a school, including a proposal to alter or establish the catchment area of a school, is a relevant proposal for the purposes of the 2010 Act. This proposal is therefore a relevant proposal for the purposes of the 2010 Act.
- 1.3 This is the proposal paper, produced by the Council in accordance with the terms of Sections 1 and 4 of the 2010 Act. This proposal paper must:
 - a) set out the details of the relevant proposal;
 - b) propose a date for implementation of the proposal;
 - c) contain the educational benefits statement in respect of the proposal;
 - d) refer to such evidence or other information in support of (or otherwise relevant in relation to) the proposal as the Council considers appropriate; and
 - e) give a summary of the process provided for in the 2010 Act.

The Council must do the following:

- e) publish this proposal paper in electronic and printed form;
- f) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to, available for inspection at all reasonable times and without charge:

- (iii) at its head office and on its website; and
 - (iv) at any affected school or at a public library or some other suitable place within the vicinity of the school.
 - g) provide without charge the information contained in this proposal paper:
 - (iii) to such persons as may reasonably require that information in another form; and
 - (iv) in such other form as may reasonably be requested by such persons.
 - h) advertise the publication of the proposal paper by such means as it considers appropriate.
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2 Correction of the proposal paper

- 2.1 Where, during the consultation period, the Council has been notified of an alleged omission of relevant information from a proposal paper or an alleged inaccuracy in a proposal paper the Council must proceed as follows:
- a) determine if relevant information has (in its opinion) been omitted and whether there is (in fact) an inaccuracy;
 - b) inform the notifier of its determination under paragraph (a), and the reasons for that determination;
 - c) inform the notifier as to the action (if any) it is taking and of the reasons why it is, or is not, taking such action; and
 - d) invite the notifier to make representations to the Council if the notifier disagrees with the Council's determination under paragraph (a) or its decision as to whether to take action.
- 2.2 Where the notifier the notifier makes further representation under paragraph 2d) above, the Council may make a fresh determination as to whether relevant information has been omitted or there is (in fact) an inaccuracy and the Council may make a fresh decision as to whether to take action. The Council must inform the notifier if it makes a fresh determination referred to above, or if it makes a fresh decision as to whether to take action.
- 2.3 Where having been notified by another person as described above, the Council determines that:
- d) relevant information has been omitted from the proposal paper, or
 - e) there is (in fact) an inaccuracy in the proposal paper; and
 - f) where the Council discovers, during the consultation period that relevant information has been omitted from a proposal paper or discovers an inaccuracy in a proposal paper, the Council must proceed as follows:

- 2.4 Where the information that has been omitted or the inaccuracy relates to a material consideration relevant to the Council's decision as to implementation of the proposal, it must:
- (v) publish a corrected proposal paper,
 - (vi) give revised notice in accordance with the 2010 Act and
 - (vii) send a copy of the corrected paper to Education Scotland, or
 - (viii) issue a notice to the relevant consultees and Education Scotland providing the omitted information or, as the case may be, correcting the inaccuracy, and, if the Council considers it appropriate, extending the consultation period by such period as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction.
- 2.5 Where the information that has been omitted or the inaccuracy does not relate to a material consideration, the Council may, but is not obliged to, take steps (i)-(iii) or (iv) described above, and may also take no further action, except to report the inaccuracy/omission as required by the 2010 Act in the consultation report, which is referred to in more detail below.
- 2.6 Where, after the end of the consultation period, the Council issues a notice to the relevant consultees and Education Scotland providing the omitted information or correcting the inaccuracy, that notice may, instead of extending the consultation period, specify such further period during which representations may be made on the proposal as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction. Any such further period is to be treated as part of the consultation period for the purposes of the 2010 Act.
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3. Consultation arrangements

- 3.1 As confirmed above, the present proposal is a relevant proposal for the purposes of the 2010 Act, and therefore the Council will adhere to the consultation process in the 2010 Act.
- 3.2 This consultation document provides background information to the catchment review. It details the proposal and indicates a timeframe for implementation should the proposal be approved.
- 3.3 This consultation document also includes the Council's Educational Benefits Statement.
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4. Rationale for catchment review

- 4.1 In the report "Developing the School Estate Management Plan (SEMP 2020)" it was noted that the new housing development at Weir's Wynd, at the Merchiston Hospital site, would put pressure on accommodation at Kilbarchan Primary School and that this could result in the pupil roll at the school increasing beyond the building's operational capacity.

- 4.2 Further assessment of housing development in this area has identified a requirement to consider further catchment reviews which would affect Kilbarchan and Woodlands Primary Schools.
- 4.3 The new housing development at “Johnstone Hospital” could generate approximately 28 additional primary school pupils over a 6 year period. These additional pupils, when combined with the number of additional pupils from other new developments, could put excessive pressure on the accommodation at Kilbarchan Primary School.
- 4.4 The undernoted table demonstrates that the increased number of pupils from the new housing development at “Johnstone Hospital” could be accommodated more comfortably within Woodlands Primary School.

Kilbarchan Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	266	276	294	300	307	300
Occupancy excluding housing developments	76%	78%	84%	85%	87%	85%
Projection including all developments	281	310	350	374	391	389
Percentage occupancy level including all developments	80%	88%	99%	106%	111%	110%
Pupils rezoned to Woodlands Primary School (28)	10	10	13	13	10	5
<i>Pupils rezoned to East Fulton Primary School (61)</i>	5	9	9	5	0	0
Woodlands Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	325	328	326	313	332	332
Occupancy excluding housing developments	71%	71%	71%	68%	72%	72%
Projection including all developments	330	342	349	341	360	360
Percentage occupancy level including all developments	72%	74%	76%	74%	78%	78%
Pupils rezoned from Kilbarchan Primary School (28)	5	9	9	5	0	0

- 4.5 Pupils living at addresses affected by this catchment review would be entitled to free school transport if they attended Kilbarchan Primary School. If this proposal is approved all pupils living at these addresses would be within 1 mile’s walking distance of Woodlands Primary School and therefore would not be entitled to free school transport.
- 4.6 It is recommended that the catchment boundary between these schools be amended to remove this housing development from Kilbarchan Primary School’s catchment area and to incorporate it into Woodlands Primary School’s catchment area.
-

5. Educational benefits statement

5.1 Under the 2010 Act the Council must prepare an educational benefits statement (EBS) in accordance with Sections 1 and 3 of the 2010 Act.

5.2 The EBS must include the following:

- a) the Council's assessment of the likely educational effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school;
 - (ii) any other users of the school's facilities;
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school; or
 - (iv) the pupils of any other schools in the Council's area,
- b) the Council's assessment of any other likely effects of the proposal (if implemented),
- c) an explanation of how the Council intends to minimise or avoid any adverse educational effects that may arise from the proposal (if implemented),
- d) a description of the educational benefits which the Council believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them), as well as the Council's reasons for coming to those beliefs.

5.3 The following paragraphs detail the Council's Educational Benefits Statement:

5.3.1 All pupils affected by this catchment review would be entitled to continue attending the school they are currently in.

5.3.2 Children's Services would provide transition support to any pupils opting to change school as a result of this proposal.

5.3.3 If a pupil is entitled to free school transport, in line with the Council's transport policy, then this entitlement would also continue.

5.3.4 Siblings of those pupils attending Kilbarchan Primary School would be entitled to attend this school with their sibling as long as their sibling is registered in the school when they enrol.

5.3.5 Free school transport for new primary 1 pupils would only be provided in instances where the pupil enrolls in the school at a time when their sibling still attends the school and where that sibling is entitled to free school transport.

5.3.6 Renfrewshire Council's quality improvement framework supports all schools to improve and develop. Kilbarchan and Woodlands Primary Schools produce annual standards and quality reports which demonstrate

progress towards their agreed educational objectives through the efficient and prudent use of resources. Both schools have well developed self-evaluation and school improvement planning procedures which are informed by the whole school community and reviewed through the Council's quality improvement visits which are aligned to the quality indicators identified in How Good is Our School 4 (HGIOS4).

- 5.3.7 This catchment review is necessary as the increased number of pupils would put excessive pressure on the accommodation at Kilbarchan Primary School.
- 5.3.8 The increase in numbers could result in the pupil roll increasing beyond Kilbarchan Primary School's operational capacity, impacting on spaces for teacher directed learning; breakout areas for independent or small group learning; and areas to facilitate the range of learning experiences necessary for the development of meta skills.
- 5.3.9 The capacity of Woodlands Primary School is 459 and the maximum projected pupil roll, including those pupils potentially generated from these new housing developments is 360. This means that the accommodation at Woodlands Primary School can support the full range of curricular and extra-curricular activity and this increase in pupil numbers would not adversely affect the delivery of the curriculum. This proposal will assist with effective class organisation models to support learning and teaching.
- 5.3.10 The accommodation at Woodlands Primary School can support the full range of curricular and extra-curricular activity and it would not be adversely affected by this increase in pupil numbers. However, Kilbarchan Primary School's playground and social gathering areas, which provide for different kinds of play and social interaction, could be adversely affected in terms of space to play; access to outdoor P.E.; participation in outdoor learning opportunities relating to the natural environment and environmental issues; and extra-curricular physical activity.
- 5.3.11 The accommodation at Woodlands Primary School provides ample support spaces to support the wellbeing of all pupils however, Kilbarchan Primary School's capacity to provide quiet spaces to support the emotional wellbeing of pupils with additional support needs could also be compromised.
- 5.3.12 The additional number of pupils at Kilbarchan Primary School would also impact on dining, creating pressure on the existing facilities. The accommodation at Woodlands Primary School provides ample dining facilities for all pupils.
- 5.4 Our assessment of any other likely effects of the proposal (if implemented).

As is the case in any consultation of this scale, there may be those who perceive their situation to be affected positively, those who perceive the changes as negatively affecting their situation, and those for whom no perceived change is anticipated.

For example, a child who currently attends Kilbarchan Primary School who has siblings who may wish to attend this school in the future may have concerns; if the proposal goes ahead and they are deemed to now be living in the Woodlands Primary School catchment area. These families would neither be advantaged nor disadvantaged as provision is being made for them to attend, so long as siblings are in attendance at the time of enrolment.

- 5.5 How we would intend to minimise or avoid any adverse effects that may arise from the proposal (if implemented).

A right for siblings of those affected by the change has been included. That is, a child who attends Kilbarchan Primary School currently and has a sibling who wishes to attend in the future are being afforded provision to do so; should the proposal be agreed.

- 5.6 The benefits, which we believe, would result from implementation of this proposal.

In addition to the benefits noted in 5.3.1 – 5.3.8 above, Children's Services believe that reviewing this catchment area would enable the Council to plan more effectively and robustly as the challenge of rising rolls within the authority continues to emerge.

6. Impact on schools and their communities

- 6.1 Catchment review forms part of the Council's School Estate Management Planning process and equality impact assessment is central to this approach.
- 6.2 The recommendations contained within this report will be assessed in relation to their potential impact on equalities and human rights as part of the consultative process.
- 6.3 There is no impact on community council boundaries.
- 6.4 Both schools will have capacity to serve communities.

7. Involvement of Education Scotland

- 7.1 A copy of this proposal has been sent to Education Scotland.
- 7.2 At the end of the formal consultation period Children's Services will send Education Scotland the following:
- a) a copy of all relevant written representations that are received from any person during the consultation period;

- b) a summary of any oral representations made by any person during the public meeting; and
 - c) a copy of any other relevant documentation, as available and so far, as practicable.
- 7.3 Education Scotland will provide the Council with a report on the educational aspects of this proposal. This report will be submitted to the Council no later than 3 weeks after Children's Services have sent them all of the representations and documents noted above, or such longer period as the Council may agree with Education Scotland.
- 7.4 In preparing their report, Education Scotland may visit establishments affected by the proposal and may make reasonable enquiries of such persons (both in the in the establishments and outwith) as they consider appropriate.
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8. Consultation report

- 8.1 After receiving the report from Education Scotland, Children's Services will review the proposal having regard (in particular) to the following:
- a) written representations received by the Council from any person during the consultation period;
 - b) oral representations received by the Council from any person at the public meeting; and
 - c) the report provided by Education Scotland.
- 8.2 Thereafter the service will prepare a consultation report for consideration by the education and children's service policy board.
- 8.3 The consultation report will contain the following:
- a) a record of the total number of any written representations made to the Council (by any person) on the proposal during the consultation period;
 - b) a summary of:
 - (i) those written representations; and
 - (ii) any oral representations made to it (by any person) at the public meeting.
 - c) a statement of the Council's response to:
 - (i) those written and oral representations; and
 - (ii) Education Scotland's report.
 - d) a copy of that report
 - e) a statement explaining how the Council complied with its obligation to review the relevant proposal as described above.

8.4 The consultation report will also include the following:

- a) details of any omission/inaccuracy in the proposal paper, or (as the case may be) any alleged omission/inaccuracy, (including a statement of the Council's opinion on it);
- b) a statement of the action taken in respect of the omission or inaccuracy, or (as the case may be) the alleged omission/inaccuracy, or, if no action has been taken, of that fact (and why); and
- c) any representations made to the Council where the person who made the notification re: omission/inaccuracy disagreed with the Council's determination as to whether there had been an omission/inaccuracy, or its decision as to whether to take action.

8.5 The Council must:

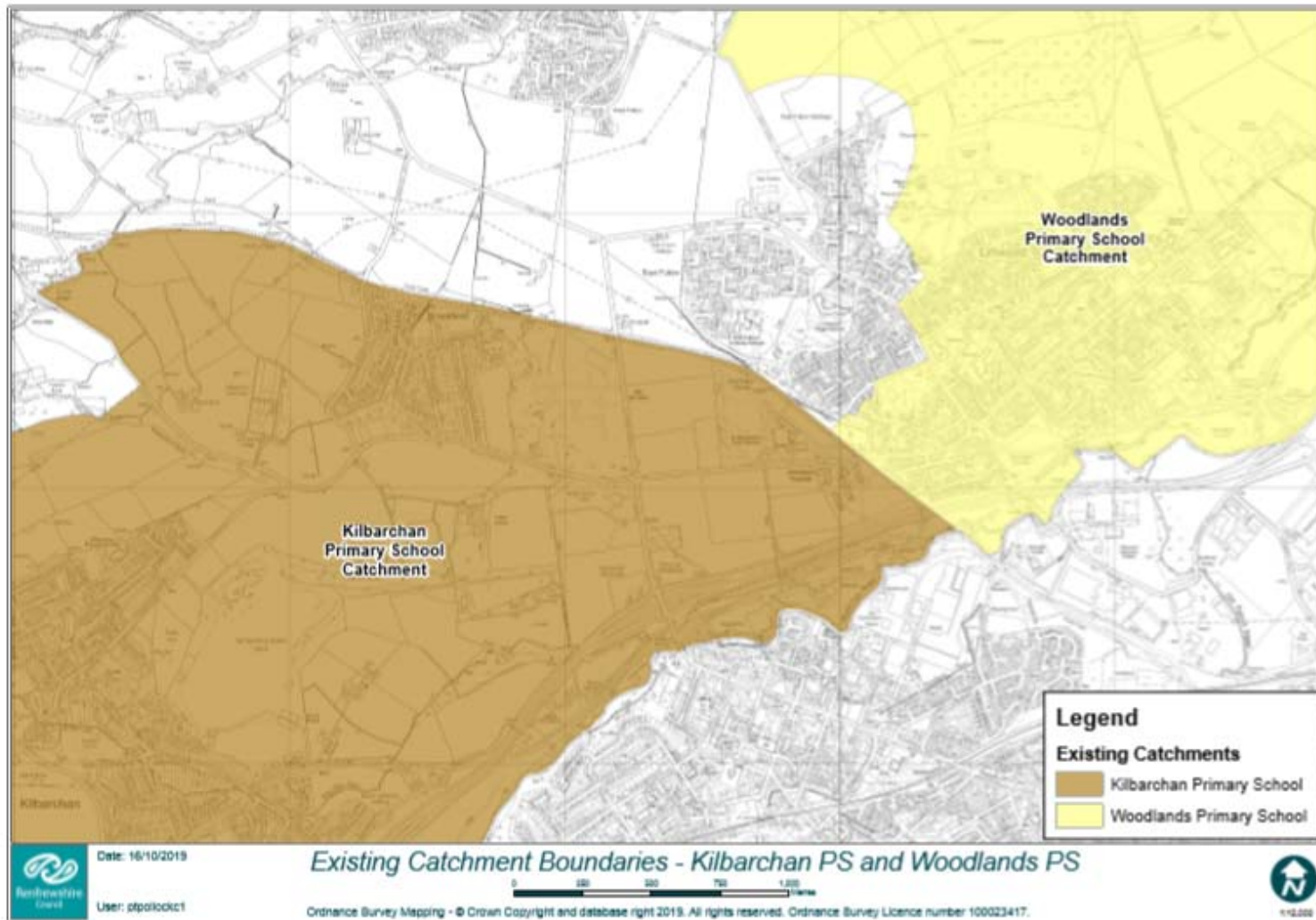
- a) publish the consultation report in both electronic and printed form;
- b) make the report available for inspection at all reasonable times and without charge:
 - (i) at its head office and on its website; and
 - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school.
- c) provide without charge the information contained in the consultation report:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
- d) inform any person who during the consultation period made written representations on the relevant proposal of the publication of the consultation report; and
- e) advertise the publication of the consultation report by such means as it considers appropriate.

8.6 The time line and summary of the consultation process in respect of this proposal is set out below:

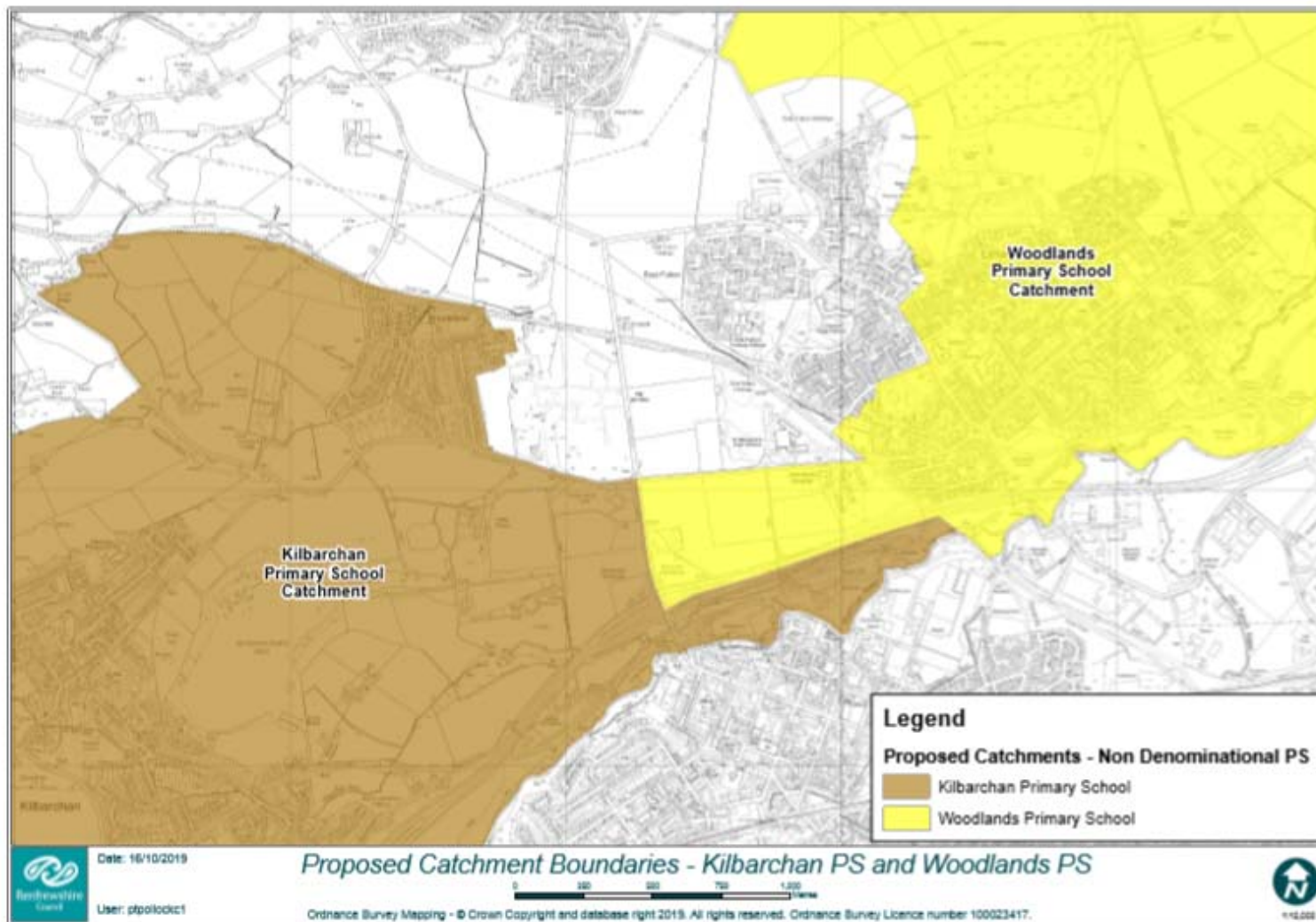
Activity	Date
Approval for consultation sought from Education and Children's Services policy board	31 October 2019
Consultation document to be issued outlining the proposal to: <ul style="list-style-type: none">the parent council or combined parent council of any affected schools;the parents of the pupils at any affected school;the parents of any children who would be likely to become	18 November 2019

<p>pupils at the affected schools expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper;</p> <ul style="list-style-type: none"> the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity); the staff (teaching and other) at any affected school; any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school; the community council (if any); the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant; any other education authority that the education authority considers relevant; and any other community groups using any of the affected schools. 	
Advert to advise of public consultation meeting and the commencement of the formal consultation period issued via local press.	18 November 2019
<ul style="list-style-type: none"> Public consultation meeting, covering all proposals, held to consult with affected communities in Woodlands Primary School at 6.30pm; and Questionnaire to go live on the Council website. 	26 November 2019
Public consultation period ends 6 weeks after the date of the public meeting. The total period excludes any school holidays or in-service days.	21 January 2020
Report to Education Scotland on outcome of consultation.	4 February 2020
Response from Education Scotland on outcome of consultation.	25 February 2020
Consultation response report (including Education Scotland response) presented to Education and Children's Services policy board meeting stating consultation outcomes and making final recommendation.	May 2020
Copy of proposal paper and consultation response report sent to Scottish Ministers within 6 days of education and children's services policy board approval.	May 2020

Existing Catchment – Kilbarchan and Woodlands Primary Schools



Proposed Catchment – Kilbarchan and Woodlands Primary Schools



Catchment Review: Streets Affected – Kilbarchan Primary School with Woodlands Primary School

Addresses at September 2019

Galbraith Drive
Cowan Avenue
Mill of Cart Way

Note: This development is still under construction and more addresses may be added to this list, which fall within the boundary of this development.

Catchment Review: Kilbarchan Primary School with Woodlands Primary School

Numbers currently attending Renfrewshire schools from development:

This development is under construction and no pupils currently reside within the development.

PROCEDURES FOR CONSULTATION RELATING TO:

Proposal to consult on: Catchment review affecting St Margaret's Primary School and Our Lady of Peace Primary School.

1. Summary

- 1.1 This report lays out the consultation procedures required to take forward the proposal as outlined above in terms of the Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014.

2. Procedures

2.1 The procedures for consultation relating to this proposal are:

- 2.1.1 A consultation document will be prepared outlining the background to the proposal to revise catchment arrangements between St Margaret's Primary School and Our Lady of Peace Primary School.

2.1.2 Copies of the document will be issued simultaneously to:

- the parent council or combined parent council of any affected schools;
- the parents of the pupils at any affected school;
- the parents of any children expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper;
- the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity);
- the staff (teaching and other) at any affected school;
- any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school;
- the community council (if any);
- the Diocese of Paisley;
- the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant;
- any other education authority that the education authority considers relevant; and
- any other community groups using any of the affected schools.

2.2 It is proposed that:

- an advertisement will be prepared notifying the public and inviting written comment from individuals or organisations outlining the proposal and the recommendations and stating that full details can be obtained from establishments affected;
- the report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries;
- the consultation should commence on 18 November 2019 and it will run until 21 January 2020;
- a public meeting will be held at 6.30pm on 26 November 2019 in Woodlands Primary School. This will provide the opportunity for discussion and oral representation to be made on proposals to review catchment arrangements affecting Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools; and
- written representation should be made to The Director of Children's Services, Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley, PA1 1LE or to stmargaretsreview@renfrewshire.gov.uk, no later than noon on 21 January 2020.

2.3 Copies of the proposal report and all written representations and comments received will be forwarded to Education Scotland who will consider the papers and prepare a report which will be sent to the education authority.

2.4 A consultation response report including a summary of all written submissions from all bodies and the report from Education Scotland will then be published by children's services in advance of any Council decision. The report will include a statement of the authority's responses to any issues raised by representations received or by the report from Education Scotland. The consultation response report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries.

2.5 Interested parties have three weeks time for further consideration from the date of publication of the consultation report.

2.6 The Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014 does not require referral to Scottish ministers in cases other than closure of schools.

2.7 The final recommendation considering the results of the consultative process will be presented to a meeting of the education and children's services policy board in May 2020.

THIS IS A CONSULTATION DOCUMENT

Proposal relating to:

The revision of catchment areas affecting St Margaret's and Our Lady of Peace Primary Schools

1. Introduction

- 1.1 The Schools (Consultation) (Scotland) Act 2010 ("the 2010 Act") makes provision for the consultation process that is to apply re: various proposals made by Councils for schools. The principal purpose of the 2010 Act is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools. These consultation processes are expected to be robust, open, transparent and fair, and seen to be so. They are also expected to be consistent across Scotland. The 2010 Act applies to a wide range of changes to the school estate, referred to as "relevant proposals".
- 1.2 This document seeks approval to consult on the proposal to revise catchment arrangements affecting St Margaret's and Our Lady of Peace Primary Schools. In accordance with Section 2 and Schedule 1, Para. 4 of the 2010 Act, a proposal to vary any admission arrangements for a school, including a proposal to alter or establish the catchment area of a school, is a relevant proposal for the purposes of the 2010 Act. This proposal is therefore a relevant proposal for the purposes of the 2010 Act.
- 1.3 This is the proposal paper, produced by the Council in accordance with the terms of Sections 1 and 4 of the 2010 Act. This proposal paper must:
- a) set out the details of the relevant proposal;
 - b) propose a date for implementation of the proposal;
 - c) contain the educational benefits statement in respect of the proposal;
 - d) refer to such evidence or other information in support of (or otherwise relevant in relation to) the proposal as the Council considers appropriate; and
 - e) give a summary of the process provided for in the 2010 Act.

The Council must do the following:

- a) publish this proposal paper in electronic and printed form;
- b) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to, available for inspection at all reasonable times and without charge:
 - (i) at its head office and on its website; and
 - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school.

- c) provide without charge the information contained in this proposal paper:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
 - d) advertise the publication of the proposal paper by such means as it considers appropriate.
-

2. Correction of the proposal paper

2.1 Where, during the consultation period, the Council has been notified of an alleged omission of relevant information from a proposal paper or an alleged inaccuracy in a proposal paper the Council must proceed as follows:

- a) determine if relevant information has (in its opinion) been omitted and whether there is (in fact) an inaccuracy;
- b) inform the notifier of its determination under paragraph (a), and the reasons for that determination;
- c) inform the notifier as to the action (if any) it is taking and of the reasons why it is, or is not, taking such action; and
- d) invite the notifier to make representations to the Council if the notifier disagrees with the Council's determination under paragraph (a) or its decision as to whether to take action.

2.2 Where the notifier makes further representation under paragraph 2(d) above, the Council may make a fresh determination as to whether relevant information has been omitted or there is (in fact) an inaccuracy and the Council may make a fresh decision as to whether to take action. The Council must inform the notifier if it makes a fresh determination referred to above, or if it makes a fresh decision as to whether to take action.

2.3 Where, having been notified by another person as described above, the Council determines that:

- a) relevant information has been omitted from the proposal paper, or
- b) there is (in fact) an inaccuracy in the proposal paper; and
- c) where the Council discovers, during the consultation period that relevant information has been omitted from a proposal paper or discovers an inaccuracy in a proposal paper, the Council must proceed as follows:

- 2.4 Where the information that has been omitted or the inaccuracy relates to a material consideration relevant to the Council's decision as to implementation of the proposal, it must:
- (i) publish a corrected proposal paper,
 - (ii) give revised notice in accordance with the 2010 Act and
 - (iii) send a copy of the corrected paper to Education Scotland, or
 - (iv) issue a notice to the relevant consultees and Education Scotland providing the omitted information or, as the case may be, correcting the inaccuracy, and, if the Council considers it appropriate, extending the consultation period by such period as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction.
- 2.5 Where the information that has been omitted or the inaccuracy does not relate to a material consideration, the Council may, but is not obliged to, take steps (i)-(iii) or (iv) described above, and may also take no further action, except to report the inaccuracy/omission as required by the 2010 Act in the consultation report, which is referred to in more detail below.
- 2.6 Where, after the end of the consultation period, the Council issues a notice to the relevant consultees and Education Scotland providing the omitted information or correcting the inaccuracy, that notice may, instead of extending the consultation period, specify such further period during which representations may be made on the proposal as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction. Any such further period is to be treated as part of the consultation period for the purposes of the 2010 Act.

3. Consultation arrangements

- 3.1 As confirmed above, the present proposal is a relevant proposal for the purposes of the 2010 Act, and therefore the Council will adhere to the consultation process in the 2010 Act.
- 3.2 This consultation document provides background information to the catchment review. It details the proposal and indicates a timeframe for implementation should the proposal be approved.
- 3.3 This consultation document also includes the Council's Educational Benefits Statement.
-

4. Rationale for catchment review

- 4.1 Assessment of housing development at the Merchiston Hospital, Houston Station and Johnstone Hospital sites has identified a requirement to consider a catchment review which would affect St Margaret's and Our Lady of Peace Primary Schools.
- 4.2 These new housing development could generate approximately 18 additional primary school pupils over a 6 year period. These additional pupils could put excessive pressure on the accommodation at St Margaret's Primary School.
- 4.3 The undernoted table demonstrates that the increased number of pupils from these new housing developments could be accommodated more comfortably within Our Lady of Peace Primary School.

St Margaret's Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	227	229	223	221	233	233
Occupancy excluding housing developments	83%	84%	82%	81%	86%	86%
Projection including all developments	230	236	234	236	250	251
Percentage occupancy level including all developments	85%	87%	86%	87%	92%	92%
Pupils rezoned to Our Lady of Peace Primary School (18)	3	4	4	4	2	1
Our Lady of Peace Primary School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	237	226	226	229	224	224
Occupancy excluding housing developments	67%	64%	64%	65%	64%	64%
Projection including all developments	240	233	237	244	241	242
Percentage occupancy level including all developments	68%	66%	67%	69%	68%	69%
Pupils rezoned from St Margaret's Primary School (18)	3	4	4	4	2	1

- 4.4 Denominational pupils living at addresses within housing developments at "Merchiston Hospital" and "Houston Station" are currently entitled to free school transport if they are currently attending St Margaret's Primary School. If this proposal is approved all pupils living at these addresses would be entitled to free school transport to Our Lady of Peace Primary School.
- 4.5 However, if this proposal is approved all denominational pupils living at addresses within the "Johnstone Hospital" site would be within 1 mile's walking distance of Our Lady of Peace Primary School and therefore would not be entitled to free school transport.

- 4.6 It is recommended that the catchment boundary between these schools be amended to remove this housing development from St Margaret's Primary School's catchment area and to incorporate it into Our Lady of Peace Primary School's catchment area.
-

5. Educational benefits statement

- 5.1 Under the 2010 Act the Council must prepare an educational benefits statement (EBS) in accordance with Sections 1 and 3 of the 2010 Act.
- 5.2 The EBS must include the following:
- a) the Council's assessment of the likely educational effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school;
 - (ii) any other users of the school's facilities;
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school; or
 - (iv) the pupils of any other schools in the Council's area,
 - b) the Council's assessment of any other likely effects of the proposal (if implemented),
 - c) an explanation of how the Council intends to minimise or avoid any adverse educational effects that may arise from the proposal (if implemented),
 - d) a description of the educational benefits which the Council believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them), as well as the Council's reasons for coming to those beliefs.
- 5.3 The following paragraphs detail the Council's Educational Benefits Statement:
- 5.3.1 All pupils affected by this catchment review would be entitled to continue attending the school they are currently in.
- 5.3.2 Children's Services would provide transition support to any pupils opting to change school as a result of this proposal.
- 5.3.3 If a pupil is entitled to free school transport, in line with the Council's transport policy, then this entitlement would also continue.
- 5.3.4 Siblings of those pupils attending Kilbarchan Primary School would be entitled to attend this school with their sibling as long as their sibling is registered in the school when they enrol.
- 5.3.5 Free school transport for new primary 1 pupils would only be provided in instances where the pupil enrolls in the school at a time when their sibling still attends the school and where that sibling is entitled to free school transport.

- 5.3.6 Renfrewshire Council's quality improvement framework supports all schools to improve and develop. St Margaret's and Our Lady of Peace Primary Schools produce annual standards and quality reports which demonstrate progress towards their agreed educational objectives through the efficient and prudent use of resources. Both schools have well developed self-evaluation and school improvement planning procedures which are informed by the whole school community and reviewed through the Council's quality improvement visits which are aligned to the quality indicators identified in How Good is Our School 4 (HGIOS4).
- 5.3.7 This catchment review is necessary as the increased number of pupils would put excessive pressure on the accommodation at St Margaret's Primary School.
- 5.3.8 The increase in numbers could result in the pupil roll increasing beyond St Margaret's Primary School's operational capacity, impacting on spaces for teacher directed learning; breakout areas for independent or small group learning; and areas to facilitate the range of learning experiences necessary for the development of meta skills.
- 5.3.9 The capacity of Our Lady of Peace Primary School is 352 and the maximum projected pupil roll, including those pupils potentially generated from these new housing developments is 244. This means that the accommodation at Our Lady of Peace Primary School can support the full range of curricular and extra-curricular activity and this increase in pupil numbers would not adversely affect the delivery of the curriculum. This proposal will assist with effective class organisation models to support learning and teaching.
- 5.3.10 The accommodation at Our Lady of Peace Primary School can support the full range of curricular and extra-curricular activity and it would not be adversely affected by this increase in pupil numbers. However, St Margaret's Primary School's playground and social gathering areas, which provide for different kinds of play and social interaction, could be adversely affected in terms of space to play; access to outdoor P.E.; participation in outdoor learning opportunities relating to the natural environment and environmental issues; and extra-curricular physical activity.
- 5.3.11 The accommodation at Our Lady of Peace Primary School provides ample support spaces to support the wellbeing of all pupils however, St Margaret's Primary School's capacity to provide quiet spaces to support the emotional wellbeing of pupils with additional support needs could also be compromised.
- 5.3.12 The additional number of pupils at St Margaret's Primary School would also impact on dining, creating pressure on the existing facilities. The accommodation at Our Lady of Peace Primary School provides ample dining facilities for all pupils.

5.4 Our assessment of any other likely effects of the proposal (if implemented).

As is the case in any consultation of this scale, there may be those who perceive their situation to be affected positively, those who perceive the changes as negatively affecting their situation, and those for whom no perceived change is anticipated.

For example, a child who currently attends St Margaret's Primary School who has siblings who may wish to attend this school in the future may have concerns; if the proposal goes ahead and they are deemed to now be living in the Our Lady of Peace Primary School catchment area. These families would neither be advantaged nor disadvantaged as provision is being made for them to attend, so long as siblings are in attendance at the time of enrolment.

5.5 How we would intend to minimise or avoid any adverse effects that may arise from the proposal (if implemented).

A right for siblings of those affected by the change has been included. That is, a child who attends St Margaret's primary school currently and has a sibling who wishes to attend in the future are being afforded provision to do so; should the proposal be agreed.

5.6 The benefits, which we believe, would result from implementation of this proposal.

In addition to the benefits noted in 5.3.1 – 5.3.8 above, Children's Services believe that reviewing this catchment area would enable the Council to plan more effectively and robustly as the challenge of rising rolls within the authority continues to emerge.

6. Impact on schools and their communities

6.1 Catchment review forms part of the Council's School Estate Management Planning process and equality impact assessment is central to this approach.

6.2 The recommendations contained within this report will be assessed in relation to their potential impact on equalities and human rights as part of the consultative process.

6.3 There is no impact on community council boundaries.

6.4 Both schools will have capacity to serve communities.

7. Involvement of Education Scotland

7.1 A copy of this proposal has been sent to Education Scotland.

7.2 At the end of the formal consultation period Children's Services will send Education Scotland the following:

- a) a copy of all relevant written representations that are received from any person during the consultation period;
 - b) a summary of any oral representations made by any person during the public meeting; and
 - c) a copy of any other relevant documentation, as available and so far, as practicable.
- 7.3 Education Scotland will provide the Council with a report on the educational aspects of this proposal. This report will be submitted to the Council no later than 3 weeks after Children's Services have sent them all of the representations and documents noted above, or such longer period as the Council may agree with Education Scotland.
- 7.4 In preparing their report, Education Scotland may visit establishments affected by the proposal and may make reasonable enquiries of such persons (both in the in the establishments and outwith) as they consider appropriate.
-

8. Consultation report

- 8.1 After receiving the report from Education Scotland, Children's Services will review the proposal having regard (in particular) to the following:
- a) written representations received by the Council from any person during the consultation period;
 - b) oral representations received by the Council from any person at the public meeting; and
 - c) report provided by Education Scotland.
- 8.2 Thereafter the service will prepare a consultation report for consideration by the education and children's services policy board
- 8.3 The consultation report will contain the following:
- a) a record of the total number of any written representations made to the Council (by any person) on the proposal during the consultation period;
 - b) a summary of:
 - (i) those written representations; and
 - (ii) any oral representations made to it (by any person) at the public meeting.
 - c) a statement of the Council's response to:
 - (i) those written and oral representations; and
 - (ii) Education Scotland's report.
 - d) a copy of that report
 - e) a statement explaining how the Council complied with its obligation to review the relevant proposal as described above.

8.4 The consultation report will also include the following:

- a) details of any omission/inaccuracy in the proposal paper, or (as the case may be) any alleged omission/inaccuracy, (including a statement of the Council's opinion on it);
- b) a statement of the action taken in respect of the omission or inaccuracy, or (as the case may be) the alleged omission/inaccuracy, or, if no action has been taken, of that fact (and why); and
- c) any representations made to the Council where the person who made the notification re: omission/inaccuracy disagreed with the Council's determination as to whether there had been an omission/inaccuracy, or its decision as to whether to take action.

8.5 The Council must:

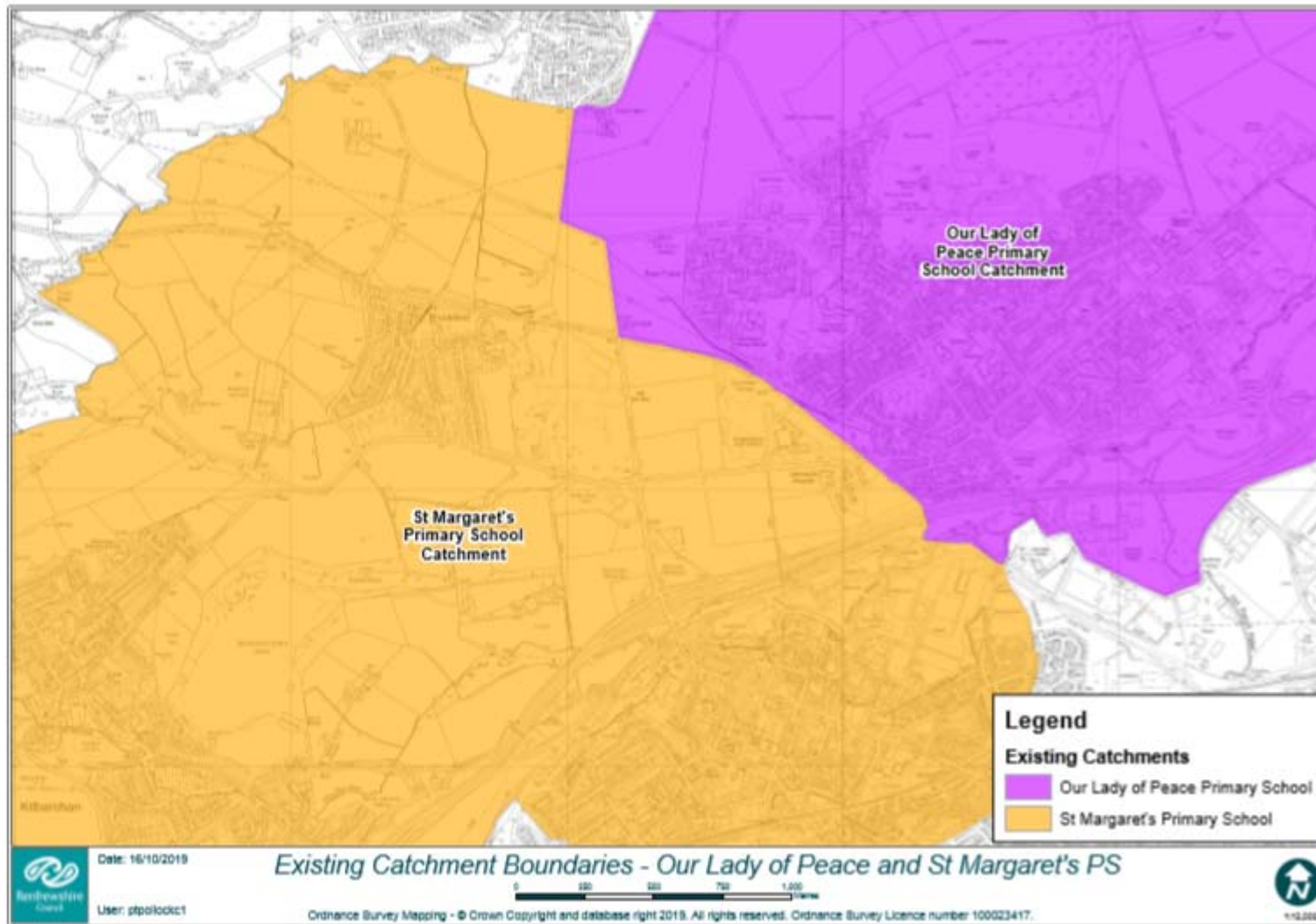
- a) publish the consultation report in both electronic and printed form;
- b) make the report available for inspection at all reasonable times and without charge:
 - (i) at its head office and on its website: and
 - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school.
- c) provide without charge the information contained in the consultation report:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
- d) inform any person who during the consultation period made written representations on the relevant proposal of the publication of the consultation report; and
- e) advertise the publication of the consultation report by such means as it considers appropriate.

8.6 The time line and summary of the consultation process in respect of this proposal is set out below:

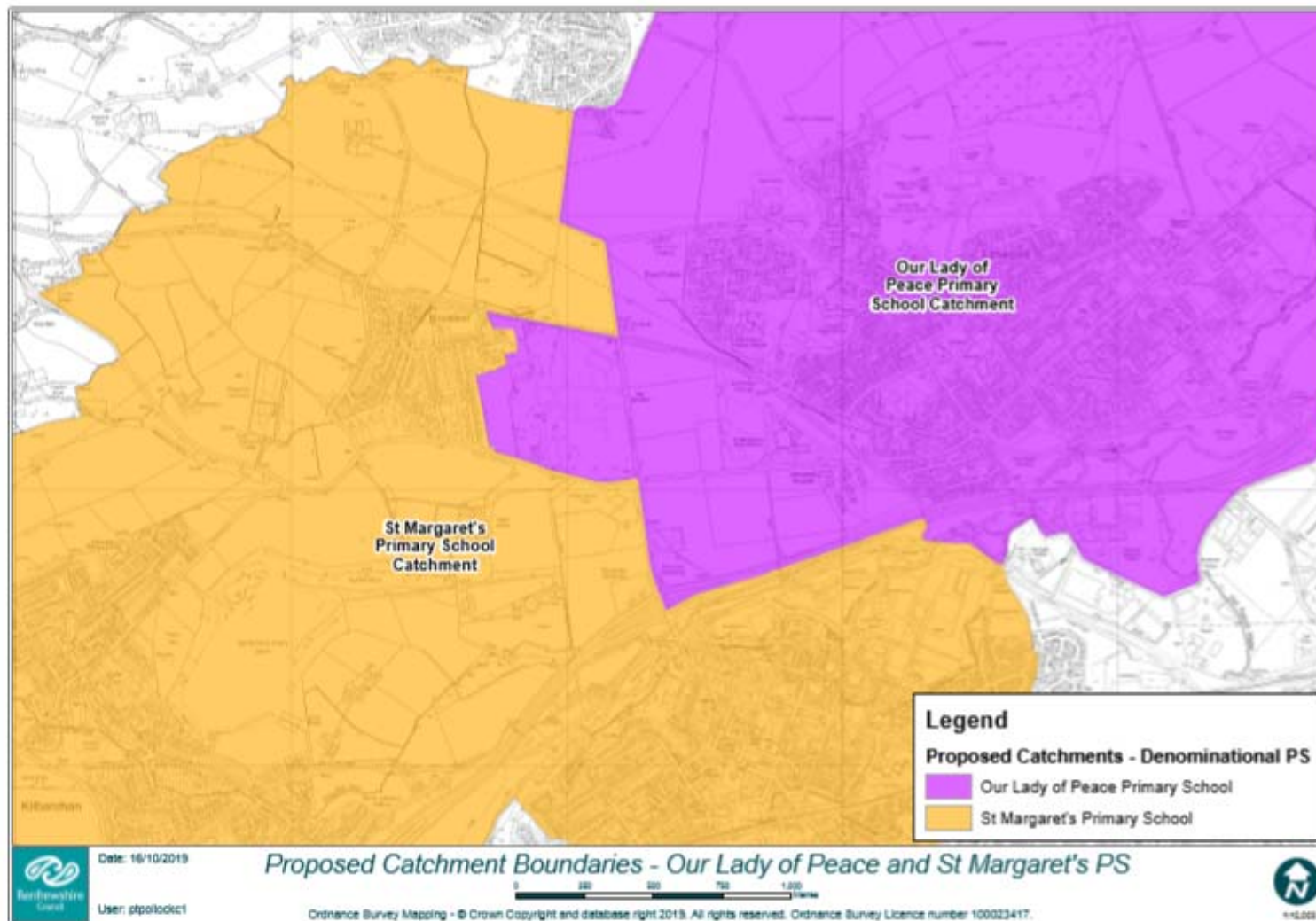
Activity	Date
Approval for consultation sought from Education and Children's Services policy board	31 October 2019
Consultation document to be issued outlining the proposal to: <ul style="list-style-type: none">the parent council or combined parent council of any affected schools;the parents of the pupils at any affected school;the parents of any children who would be likely to become	18 November 2019

<p>pupils at the affected schools expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper;</p> <ul style="list-style-type: none"> the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity); the staff (teaching and other) at any affected school; any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school; the community council (if any); the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant; any other education authority that the education authority considers relevant; and any other community groups using any of the affected schools. 	
Advert to advise of public consultation meeting and the commencement of the formal consultation period issued via local press.	18 November 2019
<ul style="list-style-type: none"> Public consultation meeting, covering all proposals, held to consult with affected communities in Woodlands Primary School at 6.30pm; and Questionnaire to go live on the Council website. 	26 November 2019
Public consultation period ends 6 weeks after the date of the public meeting. The total period excludes any school holidays or in-service days.	21 January 2020
Report to Education Scotland on outcome of consultation.	4 February 2020
Response from Education Scotland on outcome of consultation.	25 February 2020
Consultation response report (including Education Scotland response) presented to Education and Children's Services policy board meeting stating consultation outcomes and making final recommendation.	May 2020
Copy of proposal paper and consultation response report sent to Scottish Ministers within 6 days of education and children's services policy board approval.	May 2020

Existing Catchment – St Margaret's and Our Lady of Peace Primary Schools



Proposed Catchment – St Margaret's and Our Lady of Peace Primary Schools



Catchment Review: Streets Affected – St Margaret’s Primary School with Our Lady of Peace Primary Schools

Addresses at September 2019

Barochan Lane
Fairlie Road
Glendale Wynd
Gowanlea Place
Merchiston Drive
Merchiston Oval
Nethermains Avenue
Newfield Way
Whitebeam Grove
Whitehouse Gardens
Windyhill Crescent
Galbraith Drive
Cowan Avenue
Mill of Cart Way

Note: This development is still under construction and more addresses may be added to this list, which fall within the boundary of the developments.

**Catchment Review: St Margaret's Primary School with Our Lady of Peace
Primary Schools**

Numbers currently attending Renfrewshire schools from development:

School	Number of pupils affected
Bridge of Weir Primary School	1
Cochrane Castle Primary School	2
East Fulton Primary School	4
Kilbarchan Primary School	2
St Fillan's Primary School	3
West Primary School	2
Williamsburgh Primary School	2
Total pupils (September 2019)	16

PROCEDURES FOR CONSULTATION RELATING TO:

Proposal to consult on: Catchment review affecting Johnstone High School and Linwood High School.

1. Summary

1.1 This report lays out the consultation procedures required to take forward the proposal as outlined above in terms of the Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014.

2. Procedures

2.1 The procedures for consultation relating to this proposal are:

2.1.1 A consultation document will be prepared outlining the background to the proposal to revise catchment arrangements between Johnstone High School and Linwood High School.

2.1.2 Copies of the document will be issued simultaneously to:

- the parent council or combined parent council of any affected schools;
- the parents of the pupils at any affected school;
- the parents of any children expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper;
- the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity);
- the staff (teaching and other) at any affected school;
- any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school;
- the community council (if any);
- the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant;
- any other education authority that the education authority considers relevant; and
- any other community groups using any of the affected schools.

2.2 It is proposed that:

- an advertisement will be prepared notifying the public and inviting written comment from individuals or organisations outlining the proposal and the recommendations and stating that full details can be obtained from establishments affected;
- the report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries;
- the consultation should commence on 18 November 2019 and it will run until 21 January 2020;
- a public meeting will be held at 6.30pm on 26 November 2019 in Woodlands Primary School. This will provide the opportunity for discussion and oral representation to be made on proposals to review catchment arrangements affecting Kilbarchan and East Fulton Primary Schools; Kilbarchan and Woodlands Primary Schools; St Margaret's and Our Lady of Peace Primary Schools; and Johnstone and Linwood High Schools; and
- written representation should be made to The Director of Children's Services, Renfrewshire Council, Renfrewshire House, Cotton Street, Paisley, PA1 1LE or to johnstonereview@renfrewshire.gov.uk, no later than noon on 21 January 2020.

2.3 Copies of the proposal report and all written representations and comments received will be forwarded to Education Scotland who will consider the papers and prepare a report which will be sent to the education authority.

2.4 A consultation response report including a summary of all written submissions from all bodies and the report from Education Scotland will then be published by children's services in advance of any Council decision. The report will include a statement of the authority's responses to any issues raised by representations received or by the report from Education Scotland. The consultation response report will be available for inspection at all reasonable times and without charge at Renfrewshire House and on the Council website and at all affected schools and all public libraries.

2.5 Interested parties have three weeks time for further consideration from the date of publication of the consultation report.

2.6 The Schools (Consultation) (Scotland) Act 2010, amended through the enactment of the Children and Young People (Scotland) Act 2014 does not require referral to Scottish ministers in cases other than closure of schools.

2.7 The final recommendation considering the results of the consultative process will be presented to a meeting of the education and children's services policy board in May 2020.

THIS IS A CONSULTATION DOCUMENT

Proposal relating to:

The revision of catchment areas affecting Johnstone and Linwood High Schools

1. Introduction

- 1.1 The Schools (Consultation) (Scotland) Act 2010 (“the 2010 Act”) makes provision for the consultation process that is to apply re: various proposals made by Councils for schools. The principal purpose of the 2010 Act is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools. These consultation processes are expected to be robust, open, transparent and fair, and seen to be so. They are also expected to be consistent across Scotland. The 2010 Act applies to a wide range of changes to the school estate, referred to as “relevant proposals”.
- 1.2 This document seeks approval to consult on the proposal to revise catchment arrangements affecting Johnstone and Linwood High Schools. In accordance with Section 2 and Schedule 1, Para. 4 of the 2010 Act, a proposal to vary any admission arrangements for a school, including a proposal to alter or establish the catchment area of a school, is a relevant proposal for the purposes of the 2010 Act. This proposal is therefore a relevant proposal for the purposes of the 2010 Act.
- 1.3 This is the proposal paper, produced by the Council in accordance with the terms of Sections 1 and 4 of the 2010 Act. This proposal paper must:
 - a) set out the details of the relevant proposal;
 - b) propose a date for implementation of the proposal;
 - c) contain the educational benefits statement in respect of the proposal;
 - d) refer to such evidence or other information in support of (or otherwise relevant in relation to) the proposal as the Council considers appropriate; and
 - e) give a summary of the process provided for in the 2010 Act.

The Council must do the following:

- a) publish this proposal paper in electronic and printed form;
- b) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to, available for inspection at all reasonable times and without charge:
 - (i) at its head office and on its website; and

- (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school.
 - c) provide without charge the information contained in this proposal paper:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
 - d) advertise the publication of the proposal paper by such means as it considers appropriate.
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2. Correction of the proposal paper

- 2.1 Where, during the consultation period, the Council has been notified of an alleged omission of relevant information from a proposal paper or an alleged inaccuracy in a proposal paper the Council must proceed as follows:
- a) determine if relevant information has (in its opinion) been omitted and whether there is (in fact) an inaccuracy;
 - b) inform the notifier of its determination under paragraph (a), and the reasons for that determination;
 - c) inform the notifier as to the action (if any) it is taking and of the reasons why it is, or is not, taking such action; and
 - d) invite the notifier to make representations to the Council if the notifier disagrees with the Council's determination under paragraph (a) or its decision as to whether to take action.
- 2.2 Where the notifier makes further representation under paragraph 2(d) above, the Council may make a fresh determination as to whether relevant information has been omitted or there is (in fact) an inaccuracy and the Council may make a fresh decision as to whether to take action. The Council must inform the notifier if it makes a fresh determination referred to above, or if it makes a fresh decision as to whether to take action.
- 2.3 Where, having been notified by another person as described above, the Council determines that:
- a) relevant information has been omitted from the proposal paper, or
 - b) there is (in fact) an inaccuracy in the proposal paper; and
 - c) where the Council discovers, during the consultation period that relevant information has been omitted from a proposal paper or discovers an inaccuracy in a proposal paper, the Council must proceed as follows:

- 2.4 Where the information that has been omitted or the inaccuracy relates to a material consideration relevant to the Council's decision as to implementation of the proposal, it must:
- (i) publish a corrected proposal paper,
 - (ii) give revised notice in accordance with the 2010 Act and
 - (iii) send a copy of the corrected paper to Education Scotland, or
 - (iv) issue a notice to the relevant consultees and Education Scotland providing the omitted information or, as the case may be, correcting the inaccuracy, and, if the Council considers it appropriate, extending the consultation period by such period as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction.
- 2.5 Where the information that has been omitted or the inaccuracy does not relate to a material consideration, the Council may, but is not obliged to, take steps (i)-(iii) or (iv) described above, and may also take no further action, except to report the inaccuracy/omission as required by the 2010 Act in the consultation report, which is referred to in more detail below.
- 2.6 Where, after the end of the consultation period, the Council issues a notice to the relevant consultees and Education Scotland providing the omitted information or correcting the inaccuracy, that notice may, instead of extending the consultation period, specify such further period during which representations may be made on the proposal as is reasonable by reference to the significance of the information provided or, as the case may be, the nature of the correction. Any such further period is to be treated as part of the consultation period for the purposes of the 2010 Act.
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3. Consultation arrangements

- 3.1 As confirmed above, the present proposal is a relevant proposal for the purposes of the 2010 Act, and therefore the Council will adhere to the consultation process in the 2010 Act.
- 3.2 This consultation document provides background information to the catchment review. It details the proposal and indicates a timeframe for implementation should the proposal be approved.
- 3.3 This consultation document also includes the Council's Educational Benefits Statement.
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4. Rationale for catchment review

- 4.1. Assessment of new housing development at the Merchiston Hospital, Houston Station and Johnstone Hospital sites has identified a requirement to consider a catchment review which would affect Johnstone and Linwood High Schools.

- 4.2. The new housing developments could generate approximately 48 additional secondary school pupils over a 6 year period. The undernoted table demonstrates that while there is no excessive pressure on accommodation at Johnstone High School these additional pupils could be accommodated comfortably at Linwood High School which is geographically closer.

Johnstone High School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	994	1019	1045	1102	1105	1142
Occupancy excluding housing developments	72%	74%	76%	80%	80%	83%
Projection including all developments	1002	1037	1075	1142	1150	1190
Percentage occupancy level including all developments	73%	75%	78%	83%	83%	86%
Pupils rezoned to Linwood High School (48)	8	10	12	10	5	3
Linwood High School	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Projection excluding housing developments	408	399	401	413	416	426
Occupancy excluding housing developments	71%	69%	70%	72%	72%	74%
Projection including all developments	416	417	431	453	461	474
Percentage occupancy level including all developments	72%	72%	75%	79%	80%	82%
Pupils rezoned from Johnstone High School (48)	8	10	12	10	5	3

- 4.3. It is therefore recommended that the catchment boundary between these schools be amended to remove these housing developments from Johnstone High School's catchment area and to incorporate them into Linwood High School's catchment area.

5. Educational benefits statement

- 5.1 Under the 2010 Act the Council must prepare an educational benefits statement (EBS) in accordance with Sections 1 and 3 of the 2010 Act.

- 5.2 The EBS must include the following:

- a) the Council's assessment of the likely educational effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school;
 - (ii) any other users of the school's facilities;
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school; or

- (iv) the pupils of any other schools in the Council's area,
- b) the Council's assessment of any other likely effects of the proposal (if implemented),
- c) an explanation of how the Council intends to minimise or avoid any adverse educational effects that may arise from the proposal (if implemented),
- d) a description of the educational benefits which the Council believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them), as well as the Council's reasons for coming to those beliefs.

5.3 The following paragraphs detail the Council's Educational Benefits Statement:

- 5.3.1 All pupils affected by this catchment review would be entitled to continue attending the school they are currently in.
- 5.3.2 Children's Services would provide transition support to any pupils opting to change school as a result of this proposal.
- 5.3.3 If a pupil is entitled to free school transport, in line with the Council's transport policy, then this entitlement would also continue.
- 5.3.4 Free school transport for new S 1 pupils would only be provided in instances where the pupil enrolls in the school at a time when their sibling still attends the school and where that sibling is entitled to free school transport.
- 5.3.5 Renfrewshire Council's quality improvement framework supports all schools to improve and develop. Johnstone High and Linwood High Schools produce annual standards and quality reports which demonstrate progress towards their agreed educational objectives through the efficient and prudent use of resources. Both schools have well developed self-evaluation and school improvement planning procedures which are informed by the whole school community and reviewed through the Council's quality improvement visits which are aligned to the quality indicators identified in How Good is Our School 4 (HGIOS4).
- 5.3.6 This catchment alteration ensures that all pupils attending Kilbarchan Primary School will transfer to Johnstone High School and all pupils attending East Fulton and Woodlands Primary Schools will transfer to Linwood High School. This means that pupils are not separated from their classmates at the point of transition from primary to secondary school.
- 5.3.7 The capacity of Linwood High School is 576 and the maximum projected pupil roll, including those pupils potentially generated from these new housing developments is 474. This means that the accommodation at Linwood High School can support the full range of curricular and extra-curricular activity and this increase in pupil numbers would not adversely affect the delivery of the curriculum. This proposal will assist with effective class organisation models to support learning and teaching.

5.4 Our assessment of any other likely effects of the proposal (if implemented).

As is the case in any consultation of this scale, there may be those who perceive their situation to be affected positively, those who perceive the changes as negatively affecting their situation, and those for whom no perceived change is anticipated.

For example, a child who currently attends Johnstone High School who has siblings who may wish to attend this school in the future may have concerns; if the proposal goes ahead and they are deemed to now be living in the Linwood High School catchment area. These families would neither be advantaged nor disadvantaged as provision is being made for them to attend, so long as siblings are in attendance at the time of transfer.

5.5 How we would intend to minimise or avoid any adverse effects that may arise from the proposal (if implemented).

A right for siblings of those affected by the change has been included. That is, a child who attends Johnstone High School currently and has a sibling who wishes to attend in the future are being afforded provision to do so; should the proposal be agreed.

5.6 The benefits, which we believe, would result from implementation of this proposal.

In addition to the benefits noted above, Children's Services believe that reviewing this catchment area would enable the Council to plan more effectively and robustly as the challenge of rising rolls within the authority continues to emerge.

6. Impact on schools and their communities

- 6.1 Catchment review forms part of the Council's School Estate Management Planning process and equality impact assessment is central to this approach.
- 6.2 The recommendations contained within this report will be assessed in relation to their potential impact on equalities and human rights as part of the consultative process.
- 6.3 There is no impact on community council boundaries.
- 6.4 Both schools will have capacity to serve communities.

7. Involvement of Education Scotland

- 7.1 A copy of this proposal has been sent to Education Scotland.
- 7.2 At the end of the formal consultation period Children's Services will send Education Scotland the following:

- a) a copy of all relevant written representations that are received from any person during the consultation period;
- b) a summary of any oral representations made by any person during the public meeting; and
- c) a copy of any other relevant documentation, as available and so far, as practicable.

7.3 Education Scotland will provide the Council with a report on the educational aspects of this proposal. This report will be submitted to the Council no later than 3 weeks after Children's Services have sent them all of the representations and documents noted above, or such longer period as the Council may agree with Education Scotland.

7.4 In preparing their report, Education Scotland may visit establishments affected by the proposal and may make reasonable enquiries of such persons (both in the in the establishments and outwith) as they consider appropriate.

8. Consultation report

8.1 After receiving the report from Education Scotland, Children's Services will review the proposal having regard (in particular) to the following:

- a) written representations received by the Council from any person during the consultation period;
- b) oral representations received by the Council from any person at the public meeting; and
- c) the report provided by Education Scotland.

8.2 Thereafter the service will prepare a consultation report for consideration by the education and children's services policy board.

8.3 The consultation report will contain the following:

- a) record of the total number of any written representations made to the Council (by any person) on the proposal during the consultation period;
- b) a summary of:
 - (i) those written representations; and
 - (ii) any oral representations made to it (by any person) at the public meeting.
- c) a statement of the Council's response to:
 - (i) those written and oral representations; and
 - (ii) Education Scotland's report.
- d) a copy of that report
- e) a statement explaining how the Council complied with its obligation to review the relevant proposal as described above.

8.4 The consultation report will also include the following:

- a) details of any omission/inaccuracy in the proposal paper, or (as the case may be) any alleged omission/inaccuracy, (including a statement of the Council's opinion on it);
- b) a statement of the action taken in respect of the omission or inaccuracy, or (as the case may be) the alleged omission/inaccuracy, or, if no action has been taken, of that fact (and why); and
- c) any representations made to the Council where the person who made the notification re: omission/inaccuracy disagreed with the Council's determination as to whether there had been an omission/inaccuracy, or its decision as to whether to take action.

8.5 The Council must:

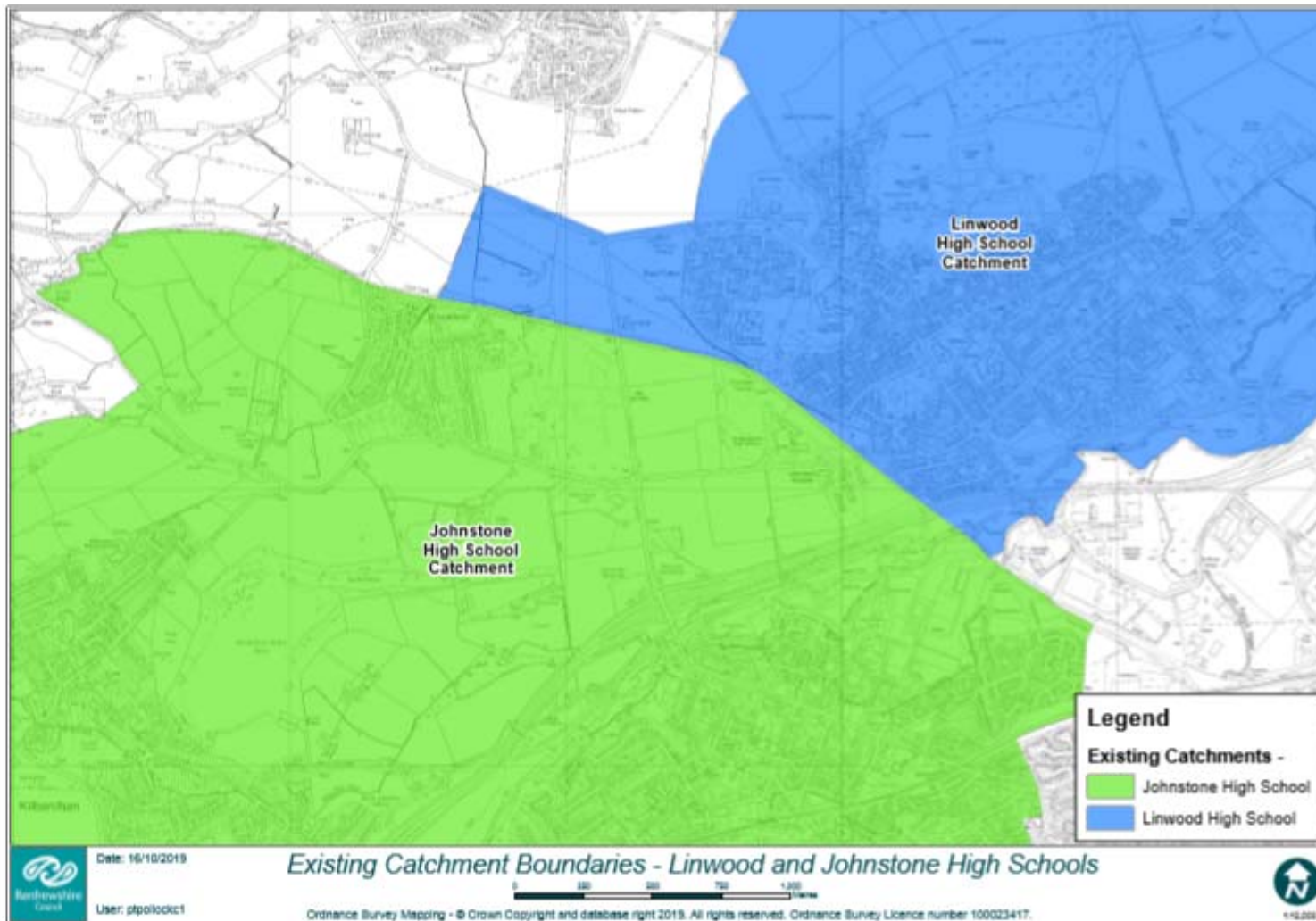
- a) publish the consultation report in both electronic and printed form;
- b) make the report available for inspection at all reasonable times and without charge:
 - (i) at its head office and on its website; and
 - (i) at any affected school or at a public library or some other suitable place within the vicinity of the school.
- c) provide without charge the information contained in the consultation report:
 - (i) to such persons as may reasonably require that information in another form; and
 - (ii) in such other form as may reasonably be requested by such persons.
- d) inform any person who during the consultation period made written representations on the relevant proposal of the publication of the consultation report; and
- e) advertise the publication of the consultation report by such means as it considers appropriate.

8.6 The time line and summary of the consultation process in respect of this proposal is set out below:

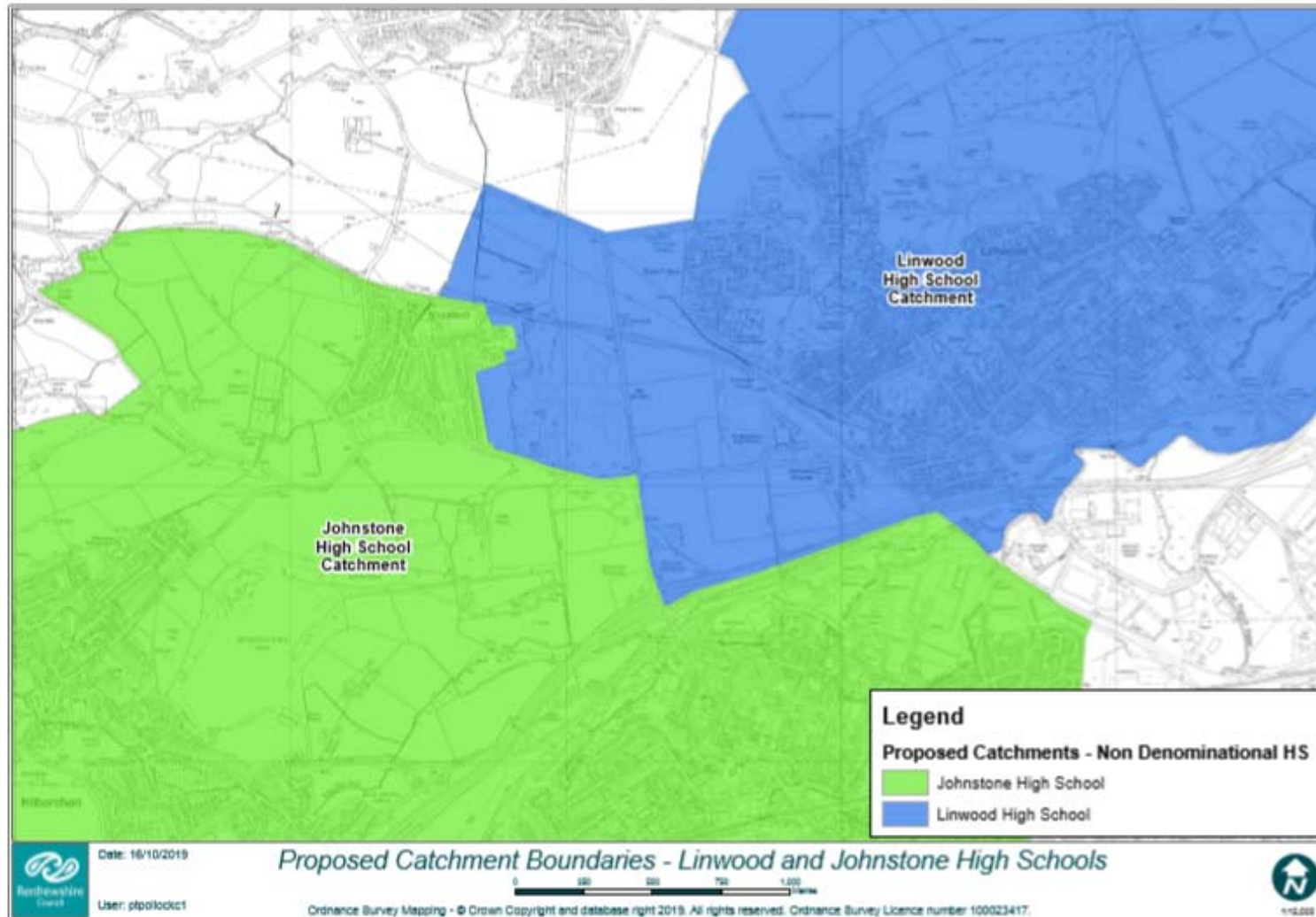
Activity	Date
Approval for consultation sought from Education and Children's Services policy board	31 October 2019
Consultation document to be issued outlining the proposal to: <ul style="list-style-type: none">the parent council or combined parent council of any affected schools;the parents of the pupils at any affected school;	18 November 2019

<ul style="list-style-type: none"> the parents of any children who would be likely to become pupils at the affected schools expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper; the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity); the staff (teaching and other) at any affected school; any trade union which appears to the education authority to be representative of the staff (teaching and other) at any affected school; the community council (if any); the community planning partnership for the area of the local authority in which any affected school is situated and any other community planning partnership that the education authority considers relevant; any other education authority that the education authority considers relevant; and any other community groups using any of the affected schools. 	
Advert to advise of public consultation meeting and the commencement of the formal consultation period issued via local press.	18 November 2019
<ul style="list-style-type: none"> Public consultation meeting, covering all proposals, held to consult with affected communities in Woodlands Primary School at 6.30pm; and Questionnaire to go live on the Council website. 	26 November 2019
Public consultation period ends 6 weeks after the date of the public meeting. The total period excludes any school holidays or in-service days.	21 January 2020
Report to Education Scotland on outcome of consultation.	4 February 2020
Response from Education Scotland on outcome of consultation.	25 February 2020
Consultation response report (including Education Scotland response) presented to Education and Children's Services policy board meeting stating consultation outcomes and making final recommendation.	May 2020
Copy of proposal paper and consultation response report sent to Scottish Ministers within 6 days of education and children's services policy board approval.	May 2020

Existing Catchment – Johnstone and Linwood High Schools



Proposed Catchment – Johnstone and Linwood High Schools



Catchment Review: Streets Affected – Johnstone High School with Linwood High School

Addresses at September 2019

Barochan Lane
Fairlie Road
Glendale Wynd
Gowanlea Place
Merchiston Drive
Merchiston Oval
Nethermains Avenue
Newfield Way
Whitebeam Grove
Whitehouse Gardens
Windyhill Crescent
Galbraith Drive
Cowan Avenue
Mill of Cart Way

Note: The developments are still under construction and more addresses may be added to this list, which fall within the boundary of the developments.

Catchment Review: Johnstone High School with Linwood High School

Numbers currently attending Renfrewshire schools from development:

School	Number of pupils affected
Gryffe High School	3
Linwood High School	2
Paisley Grammar School	1
St Benedict's High School	3
Total pupils (September 2019)	9