

PERTH AND KINROSS COUNCIL

Lifelong Learning Committee – 14 August 2013

**SCHOOL TERMS AND HOLIDAYS AND SCHOOL CLOSURE DAYS
2014/2015 AND 2015/2016****Report by Executive Director (Education and Children's Services)****PURPOSE OF REPORT**

The Committee is requested to approve the draft scheme of dates for School Terms and Holidays for sessions 2014/2015 and 2015/2016.

1. BACKGROUND

- 1.1 During 2007 and 2008, in line with guidance from the Scottish Government, consultation took place with other local authorities, namely Angus, Dundee, Fife and Stirling, with the intention of trying to bring the holiday patterns of neighbouring Councils closer together. The Scottish Parent Teacher Council, the Senior Management Team and Extended Management Team within Education & Children's Services, Trade Unions for teaching staff and all Headteachers were also consulted.
- 1.2 In previous years, Education and Children's Services had determined the scheme of holiday dates to ensure that both Good Friday and Easter Monday fell within the spring break. As Easter is a moveable feast, this resulted in the spring break being taken at differing dates between mid March and mid April.
- 1.3 In a bid to standardise this break across other local authorities, decisions had been taken to ensure the spring break commences on the first Monday in April in each school session. Perth and Kinross Council Lifelong Learning Committee agreed in 2007 (Report No 07/530 refers) that the same approach was to be adopted in Perth and Kinross from 2007 onwards. However, as both Good Friday and Easter Monday are recognised public holidays for parents and Perth and Kinross Council staff, it was agreed that all future proposed draft schemes should continue to allow both Good Friday and Easter Monday to be school holiday dates wherever they do not fall into the standard spring break.
- 1.4 As a result of extensive consultation exercises undertaken in 2008 to standardise the October break, it was agreed that from 2010, the October break would always commence on the 2nd Monday in October to standardise and better harmonise the October break with neighbouring authorities. Perth and Kinross Council Lifelong Learning Committee subsequently agreed this pattern of dates for the October break in 2008 to be effective from October 2010 onwards (Report No 08/401 refers).

This provided parents and staff with 2 years' notice of the change to the pattern of the October break. This provides Perth and Kinross with a standard pattern of dates each year which enables better forward planning for parents and staff.

- 1.5 The pattern of dates proposed for 2014/2015 and 2015/2016 is based on the existing approved pattern of dates currently in place for holidays and In-Service days.
- 1.6 The Committee will wish to note that both Good Friday and Easter Monday in 2015 do fall within the proposed spring break. In 2016, Good Friday and Easter Monday do not fall within the spring break but, in accordance with the Lifelong Learning Committee decision in 2007, these have been included as holiday dates.
- 1.7 The Committee will be aware that there is a tradition for schools to close at lunchtime on the last days of both the winter term and summer term.
- 1.8 Perth and Kinross Council Lifelong Learning Committee determined at its meeting of 3 November 2010 the scheme of dates for sessions 2011/2012, 2012/2013 and 2013/2014 as well as the start dates of session 2014/2015 (Report No 10/551 refers) in accordance with the approved pattern.
- 1.9 The agreed pattern of dates provides operational and logistical benefits in addition to balancing the Autumn and Winter terms. The consultation exercise undertaken in 2008 to adopt this pattern of dates from 2010 identified from headteachers concerns regarding the previous pattern of dates with the impact on the interruption to pupils' learning with the October break taking place so close to the schools returning in August with the Autumn and Winter terms being unevenly balanced. Headteachers also expressed a preference that, wherever possible, school terms should commence on a Monday and finish on a Friday to reduce the number of broken weeks for pupils.
- 1.10 Previously significant issues have arisen for parents and staff where there was no commonality between Local Authorities in setting the Autumn Holiday dates in October. This had resulted in teaching staff living and working in different authority areas having different holidays to their own children and the same for parents who live and work in different authorities. In addition, a number of children attend schools in neighbouring authorities, particularly at secondary school, which left parents having primary and secondary children with different holiday dates depending on where they attended school. This presented both parents and staff with significant childcare issues in addition to the difficulties of organising family holidays.

Operationally, shared school transport and school day only service buses were also affected by different authority holiday dates.

- 1.11 The proposed scheme of dates for sessions 2014/2015 and 2015/2016 continues to reflect and address these issues. Attached at Appendix 3 is the comparison of holiday dates for neighbouring local authorities.

2. PROPOSALS

- 2.1 In previous years, Perth and Kinross Council Education and Children's Services submitted a draft scheme of dates for school terms and holidays on an annual basis for approval by Committee. In response to an increasing amount of parental enquiries to confirm future school terms and holiday dates, it is proposed that the draft scheme for school terms and holidays continues to be available and published for 3 school sessions. This allows advance notification of school terms and holidays to assist in forward planning of family holidays for parents and staff. This proposal also assists in the forward planning and notification of In-Service Training days to staff and parents.
- 2.2 The Committee should note that it may be necessary to include additional closure days for particular schools to facilitate school moves and decant arrangements, particularly with regard to the Capital Building Programmes. These are organised on an individual basis dependant on the needs of the school(s) involved. This is in accordance with the terms of the powers available under section 133 of the Education (Scotland) Act 1980, where Scottish Ministers are content to allow exceptional school closures. The Executive Director (Education and Children's Services) will seek approval from the Scottish Government on an individual school basis as required and notify parents etc as appropriate. All other appropriate management arrangements will be considered prior to seeking Scottish Government approval for additional closure days.

3. CONCLUSION AND RECOMMENDATIONS

Perth and Kinross Council now has an established pattern of holiday dates which has been operational since 2010 which provides commonality with our neighbouring Councils and certainty for parents and staff regarding the timing of the Easter and October breaks which provides operational and logistical benefits. The Committee is requested to approve the dates for school terms and holidays for 2014/2015 and 2015/2016 and approve the proposals for school closure days.

- 3.1 It is recommended that the Committee notes and approves:
- (i) the draft schemes as attached as the dates for school terms and holidays for sessions 2014/2015 and 2015/2016;
 - (ii) the proposals for school closure days for In-Service and Occasional Holidays; and
 - (iii) the proposals for additional closure days for particular schools, where necessary, to facilitate school moves and decant arrangements.

Author(s)

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Approved

Name	Designation	Date
John Fyffe	Executive Director	5 August 2013

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Council Text Phone Number 01738 442573

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	
Community Plan / Single Outcome Agreement	No
Corporate Plan	Yes
Resource Implications	
Financial	No
Workforce	No
Asset Management (land, property, IST)	No
Assessments	
Equality Impact Assessment	No
Strategic Environmental Assessment	No
Sustainability (community, economic, environmental)	No
Legal and Governance	No
Risk	No
Consultation	
Internal	Yes
External	No
Communication	
Communications Plan	Yes

1. Strategic Implications

1.1 The Perth and Kinross Community Plan 2013-2023 and Perth and Kinross Council Corporate Plan 2013/2018 set out five strategic objectives:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

This report relates to Objective No (ii) Developing educated, responsible and informed citizens.

1.2 The report also links to the Education & Children's Services Policy Framework in respect of the following key policy area: Communication and Consultation.

3. Assessments

Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (Eq1A) with the following outcome:

- i) Assessed as **not relevant** for the purposes of Eq1A

Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt

4. Consultation

Internal

- 4.1 The Head of Democratic Services, Head of Legal Services, headteachers and business managers have been consulted in the preparation of this report.

5. Communication

- 5.1 If Committee approves the draft scheme of dates, these will be issued to all schools for communicating in their newsletters to parents and staff, and for publication on school websites as well as publication on the Council website.

2. BACKGROUND PAPERS

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

3. APPENDICES

Appendix 1 - School Terms and Holidays 2014/2015

Appendix 2 - School Terms and Holidays 2015/2016

Appendix 3 – Holiday Dates across Local Authorities 2014/2015

School Terms and Holidays 2014-2015				No of School Days - Pupils	No of School Days - Staff
Autumn Term	Start - Staff	Monday 18 August 2014	<i>In-Service Day (1)</i>	38	40
	Start - Pupils	Tuesday 19 August 2014			
		Friday 26 September 2014	<i>In-Service Day (2)</i>		
	End	Friday 10 October 2014			
Autumn Holiday	Start	Monday 13 October 2014		10	10
	End	Friday 24 October 2014			
Winter Term	Start	Monday 27 October 2014		39	40
		Friday 13 November 2014	<i>In-Service Day (3)</i>		
	End	Friday 19 December 2014			
Christmas Holiday	Start	Monday 22 December 2014		10	10
	End	Friday 2 January 2015			
Spring Term	Start	Monday 5 January 2015		61	62
		Wednesday 18 February 2015	<i>In-Service Day (4)</i>		
		Thursday 19 February 2015	<i>Occasional Holiday (1)</i>		
		Friday 20 February 2015	<i>Occasional Holiday (2)</i>		
	End	Thursday 2 April 2015			
Spring Holiday	Start	Friday 3 April 2015		11	11
	End	Friday 17 April 2015			
Summer Term	Start - Staff	Monday 20 April 2015	<i>In-Service Day (5)</i>	52	53
	Start - Pupils	Tuesday 21 April 2015			
		Monday 4 May 2015	<i>May Day Holiday (to be confirmed)</i>		
	End	Thursday 2 July 2015			
				190	195
Notes:					
Easter Sunday - 5 April 2015					
School session 2015/16 will commence on Monday 17 August 2015 for Staff and Tuesday 18 August 2015 for Pupils.					
In-Service Day (2) has been re-timed to support the Ryder Cup travel arrangements.					

School Terms and Holidays 2015-2016				No of School Days - Pupils	No of School Days - Staff
Autumn Term	Start - Staff	Monday 17 August 2015	<i>In-Service Day (1)</i>	39	40
	Start - Pupils	Tuesday 18 August 2015			
	End	Friday 9 October 2015			
Autumn Holiday	Start	Monday 12 October 2015		10	10
	End	Friday 23 October 2015			
Winter Term	Start	Monday 26 October 2015		38	40
		Thursday 19 November 2015	<i>In-Service Day (2)</i>		
		Friday 20 November 2015	<i>In-Service Day (3)</i>		
	End	Friday 18 December 2015			
Christmas Holiday	Start	Monday 21 December 2015		11	11
	End	Monday 4 January 2016			
Spring Term	Start	Tuesday 5 January 2016		60	61
		Wednesday 17 February 2016	<i>In-Service Day (4)</i>		
		Thursday 18 February 2016	<i>Occasional Holiday (1)</i>		
		Friday 19 February 2016	<i>Occasional Holiday (2)</i>		
		Friday 25 March 2016	<i>Good Friday</i>		
		Monday 28 March 2016	<i>Easter Monday</i>		
	End	Friday 1 April 2016			
Spring Holiday	Start	Monday 4 April 2016		10	10
	End	Friday 15 April 2016			
Summer Term	Start - Staff	Monday 18 April 2016	<i>In-Service Day (5)</i>	53	54
	Start - Pupils	Tuesday 19 April 2016			
		Monday 2 May 2016	<i>May Day Holiday (to be confirmed)</i>		
	End	Friday 1 July 2016			
				190	195
Notes:					
Easter Sunday - 27 March 2016					
School session 2016/17 will commence on Monday 15 August 2016 for Staff and Tuesday 16 August 2016 for Pupils.					

School Terms 2014-2015

	PKC	Fife	Stirling	Dundee	Angus	Clackmannan
Autumn Term	Start	Monday 18 August 2014	Monday 18 August 2014	Monday 18 August 2014	Monday 11 August 2014	Monday 18 August 2014
	End	Friday 10 October 2014	Friday 10 October 2014	Friday 10 October 2014	Friday 3 October 2014	Friday 10 October 2014
Autumn Holiday	Start	Monday 13 October 2014	Monday 13 October 2014	Monday 13 October 2014	Monday 6 October 2014	Monday 13 October 2014
	End	Friday 24 October 2014	Friday 17 October 2014	Friday 24 October 2014	Friday 17 October 2014	Friday 17 October 2014
Winter Term	Start	Monday 27 October 2014	Monday 20 October 2014	Monday 27 October 2014	Monday 20 October 2014	Monday 20 October 2014
	End	Friday 19 December 2014	Friday 19 December 2014	Tuesday 23 December 2014	Tuesday 23 December 2014	Friday 19 December 2014
Christmas Holiday	Start	Monday 22 December 2014	Monday 22 December 2014	Wednesday 24 December 2014	Wednesday 24 December 2014	Monday 22 December 2014
	End	Friday 2 January 2015	Friday 2 January 2015	Tuesday 6 January 2015	Tuesday 6 January 2015	Friday 2 January 2015
Spring Term	Start	Monday 5 January 2015	Monday 5 January 2015	Wednesday 7 January 2015	Wednesday 7 January 2015	Monday 5 January 2015
	End	Thursday 2 April 2015	Thursday 2 April 2015	Thursday 2 April 2015	Friday 3 April 2015	Thursday 2 April 2015
Spring Holiday	Start	Friday 3 April 2015	Friday 3 April 2015	Friday 3 April 2015	Monday 6 April 2015	Friday 3 April 2015
	End	Friday 17 April 2015	Friday 17 April 2015	Friday 17 April 2015	Friday 17 April 2015	Friday 17 April 2015
Summer Term	Start	Monday 20 April 2015	Monday 20 April 2015	Monday 20 April 2015	Monday 20 April 2015	Monday 20 April 2015
	End	Thursday 2 July 2015	Friday 3 July 2015	Friday 3 July 2015	Thursday 25 June 2015	Friday 26 June 2015
Variations		June Public Holiday	1 week October	Victoria Day	St Andrew's Day	1 week October

