

**PERTH AND KINROSS COUNCIL****Lifelong Learning Committee Report****4 November 2015****School Terms and Holidays and School Closure Days  
2016/2017 and 2017/2018****Report by Director (Education and Children's Services)****PURPOSE OF REPORT**

The Committee is requested to approve the scheme of dates for School Terms and Holidays for sessions 2016/2017 and 2017/2018.

**1. BACKGROUND/MAIN ISSUES**

- 1.1 The scheme of dates for School Terms and Holidays must comply with the statutory requirement of 190 school days for pupils and 195 school days for teaching staff.
- 1.2 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.
- 1.3 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.
- 1.4 In a bid to standardise this break, decisions had been taken by other Local Authorities 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.

- 1.5 In addition, as a result of extensive consultation exercises undertaken to also standardise the October break, it was agreed that, the October break would always commence on the 2<sup>nd</sup> 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. The agreed patterns for both Easter and October provides Perth and Kinross with a standard pattern of dates each year which enables better forward planning for parents and staff and is the published pattern of dates on the Council website.

- 1.6 The pattern of dates proposed for 2016/2017 and 2017/2018 is based on the existing approved pattern of dates currently in place for holidays and In-Service days.
- 1.7 The Committee will wish to note that both Good Friday and Easter Monday in 2017 and 2018 do fall within the proposed spring break.
- 1.8 Perth and Kinross Council Lifelong Learning Committee determined at its meeting of 14 August 2013 the scheme of dates for sessions 2014/2015 and 2015/2016 as well as the start dates of session 2016/2017 ([Report No 13/385](#) 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 to adopt this pattern of dates 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 2016/2017 and 2017/2018 continues to reflect and address these issues and are shown as Appendix 1 and Appendix 2. 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 further in advance, it is proposed to agree the school terms and holidays for 2016/2017 and 2017/2018. 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 any additional In-Service days and/or Public Holidays notified by the Scottish Government. It may also be necessary to include additional closure days for particular schools to facilitate school moves and decant arrangements. These are organised on an individual basis dependant on the needs of the school(s) involved.
- 2.3 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 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**

- 3.1 Perth and Kinross Council now has an established pattern of holiday dates which has been operational since 2010. This pattern 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 2016/2017 and 2017/2018 and approve the proposals for school closure days.
- 3.2 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 2016/2017 and 2017/2018;
  - (ii) the proposals for school closure days for In-Service and Occasional Holidays; and
  - (iii) the proposals for additional closure days for schools, where necessary.

**Author(s)**

<b>Name</b>	<b>Designation</b>	<b>Contact Details</b>
Karen Robertson	Service Manager (Business Services)	01738 476216

**Approved**

<b>Name</b>	<b>Designation</b>	<b>Date</b>
Sheena Devlin	Director (Education and Children's Services)	20 October 2015

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 2. Resource Implications

#### Financial

2.1 N/A

#### Workforce

2.2 N/A

## Asset Management (land, property, IT)

2.3 N/A

### **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

3.2 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, Business Managers and Trade Unions 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 and in school handbooks 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 2016/2017

Appendix 2 - School Terms and Holidays 2017/2018

Appendix 3 – Holiday Dates across Local Authorities 2016/17 and 2017/18





<b>School Terms and Holidays 2016-2017</b>				No of School Days - Pupils	No of School Days - Staff
<b>Autumn Term</b>	Start - Staff	Monday 15 August 2016	<i>In-Service Day (1)</i>	<b>39</b>	<b>40</b>
	Start - Pupils	Tuesday 16 August 2016			
	End	Friday 7 October 2016			
<b>Autumn Holiday</b>	Start	Monday 10 October 2016		<b>10</b>	<b>10</b>
	End	Friday 21 October 2016			
<b>Winter Term</b>	Start	Monday 24 October 2016		<b>43</b>	<b>45</b>
		Thursday 17 November 2016	<i>In-Service Day (2)</i>		
		Friday 18 November 2016	<i>In-Service Day (3)</i>		
	End	Friday 23 December 2016			
<b>Christmas Holiday</b>	Start	Monday 26 December 2016		<b>10</b>	<b>10</b>
	End	Friday 6 January 2017			
<b>Spring Term</b>	Start	Monday 9 January 2017		<b>57</b>	<b>58</b>
		Wednesday 15 February 2017	<i>In-Service Day (4)</i>		
		Thursday 16 February 2017	<i>Occasional Holiday (1)</i>		
		Friday 17 February 2017	<i>Occasional Holiday (2)</i>		
	End	Friday 31 March 2017			
<b>Spring Holiday</b>	Start	Monday 3 April 2017		<b>11</b>	<b>11</b>
	End	Monday 17 April 2017			
<b>Summer Term</b>	Start - Staff	Tuesday 18 April 2017	<i>In-Service Day (5)</i>	<b>51</b>	<b>52</b>
	Start - Pupils	Wednesday 19 April 2017			
		Monday 1 May 2017	May Day Holiday (to be confirmed)		
	End	Thursday 29 June 2017			
				<b>190</b>	<b>195</b>
<b>Notes:</b>					
Easter Sunday - 16 April 2017					
School session 2017/18 will commence on Monday 14 August 2017 for Staff and Tuesday 15 August 2017 for Pupils.					



<b>School Terms and Holidays 2017-2018</b>				No of School Days - Pupils	No of School Days - Staff
<b>Autumn Term</b>	Start - Staff	Monday 14 August 2017	<i>In-Service Day (1)</i>	<b>39</b>	<b>40</b>
	Start - Pupils	Tuesday 15 August 2017			
	End	Friday 6 October 2017			
<b>Autumn Holiday</b>	Start	Monday 9 October 2017		<b>10</b>	<b>10</b>
	End	Friday 20 October 2017			
<b>Winter Term</b>	Start	Monday 23 October 2017		<b>43</b>	<b>45</b>
		Thursday 16 November 2017	<i>In-Service Day (2)</i>		
		Friday 17 November 2017	<i>In-Service Day (3)</i>		
	End	Friday 22 December 2017			
<b>Christmas Holiday</b>	Start	Monday 25 December 2017		<b>10</b>	<b>10</b>
	End	Friday 5 January 2018			
<b>Spring Term</b>	Start	Monday 8 January 2018		<b>56</b>	<b>57</b>
		Wednesday 14 February 2018	<i>In-Service Day (4)</i>		
		Thursday 15 February 2018	<i>Occasional Holiday (1)</i>		
		Friday 16 February 2018	<i>Occasional Holiday (2)</i>		
	End	Thursday 29 March 2018			
<b>Spring Holiday</b>	Start	Friday 30 March 2018		<b>11</b>	<b>11</b>
	End	Friday 13 April 2018			
<b>Summer Term</b>	Start - Staff	Monday 16 April 2018	<i>In-Service Day (5)</i>	<b>52</b>	<b>53</b>
	Start - Pupils	Tuesday 17 April 2018			
		Monday 7 May 2018	May Day Holiday (to be confirmed)		
	End	Thursday 28 June 2018			
				<b>190</b>	<b>195</b>
<b>Notes:</b>					
Easter Sunday - 1 April 2018					
School session 2018/19 will commence on Monday 13 August 2018 for Staff and Tuesday 14 August 2018 for Pupils.					



## School Terms 2016-2017

	PKC	Fife	Stirling	Dundee	Angus	Clackmannan
<b>Autumn Term</b>	Start	Monday 15 August 2016	Monday 22 August 2016	Monday 15 August 2016	Monday 15 August 2016	Monday 22 August 2016
	End	Friday 7 October 2016	Friday 7 October 2016	Friday 7 October 2016	Friday 30 September 2016	Friday 7 October 2016
<b>Autumn Holiday</b>	Start	Monday 10 October 2016	Monday 10 October 2016	Monday 10 October 2016	Monday 3 October 2016	Monday 10 October 2016
	End	Friday 21 October 2016	Friday 14 October 2016	Friday 21 October 2016	Friday 14 October 2016	Friday 14 October 2016
<b>Winter Term</b>	Start	Monday 24 October 2016	Monday 17 October 2016	Monday 24 October 2016	Monday 17 October 2016	Monday 17 October 2016
	End	Friday 23 December 2016	Wednesday 21 December 2016	Friday 23 December 2016	Wednesday 21 December 2016	Wednesday 21 December 2016
<b>Christmas Holiday</b>	Start	Monday 26 December 2016	Thursday 22 December 2016	Monday 26 December 2016	Thursday 22 December 2016	Thursday 22 December 2016
	End	Friday 6 January 2017	Wednesday 4 January 2017	Friday 6 January 2017	Wednesday 4 January 2017	Wednesday 4 January 2017
<b>Spring Term</b>	Start	Monday 9 January 2017	Thursday 5 January 2017	Monday 9 January 2017	Thursday 5 January 2017	Thursday 5 January 2017
	End	Friday 31 March 2017	Friday 31 March 2017	Friday 31 March 2017	Friday 31 March 2017	Friday 31 March 2017
<b>Spring Holiday</b>	Start	Monday 3 April 2017	Monday 3 April 2017	Monday 3 April 2017	Monday 3 April 2017	Monday 3 April 2017
	End	Monday 17 April 2017	Monday 17 April 2017	Friday 14 April 2017	Monday 17 April 2017	Monday 17 April 2017
<b>Summer Term</b>	Start	Tuesday 18 April 2017	Tuesday 18 April 2017	Monday 17 April 2017	Tuesday 18 April 2017	Tuesday 18 April 2017
	End	Thursday 29 June 2017	Friday 30 June 2017	Thursday 29 June 2017	Friday 30 June 2017	Friday 30 June 2017
<b>Variations</b>		No Easter Monday & June Public Holiday	1 Week October & 3 days mid term in Feb	No Easter Monday & Victoria Day	St Andrew's Day	Week October & 3 days mid term in Feb



## School Terms 2017-2018

	PKC	Fife	Stirling	Dundee	Angus	Clackmannan
<b>Autumn Term</b>	Start	Monday 14 August 2017	Monday 21 August 2017 (tbc)			Monday 21 August 2017 (tbc)
	End	Friday 6 October 2017				
<b>Autumn Holiday</b>	Start	Monday 9 October 2017				
	End	Friday 20 October 2017				
<b>Winter Term</b>	Start	Monday 23 October 2017				
	End	Friday 22 December 2017				
<b>Christmas Holiday</b>	Start	Monday 25 December 2017				
	End	Friday 5 January 2018				
<b>Spring Term</b>	Start	Monday 8 January 2018				
	End	Thursday 29 March 2018				
<b>Spring Holiday</b>	Start	Friday 30 March 2018				
	End	Friday 13 April 2018				
<b>Summer Term</b>	Start	Monday 16 April 2018				
	End	Thursday 28 June 2018				
<b>Variations</b>		June Public Holiday				

