

PERTH AND KINROSS COUNCIL**Lifelong Learning Committee****9 March 2016****Reserved Places in Schools 2016/2017****Report by Director (Education and Children's Services)****PURPOSE OF REPORT**

This report proposes the number of reserved places for session 2016/2017, within primary and secondary schools, in accordance with Section 28A of the Education (Scotland) Act 1980, as amended. This allows places to be protected for local children to attend their catchment school.

1. BACKGROUND/MAIN ISSUES

- 1.1 Reserved places refer to the number of places which, in the opinion of the Education Authority, are reasonably required to accommodate pupils likely to become resident within the catchment area of a school during the period of considering placing requests and during that school year.
- 1.2 This allows the Education Authority to calculate and retain a certain number of places for children from families likely to move into the catchment area of schools which have classrooms with a limited number of spaces in some or all stages. The legislation allows the Education Authority to refuse some or all placing requests made for a particular school on the grounds that children from within the catchment area may become resident during the year.

Places are reserved to try to accommodate these children, where possible, in their catchment school, allowing the Education Authority to take positive steps to protect places in schools for catchment pupils.

- 1.3 The introduction of reserved places initially applied only to situations where no equivalent school was available within walking distance in terms of the amendments made to the Education (Scotland) Act 1980 by the Education (Scotland) Act 1996. Section 44 of the Standards in Scotland's Schools etc Act 2000 amended the legislation further, and an Education Authority now has discretion to determine reserved places whether or not there is an equivalent school nearby. The strategy for the implementation of reserved places within Perth and Kinross Council was approved by Committee in March 1997 for session 1997/98 (Report No 97/145 refers). Further annual reports have been approved for each subsequent session.

- 1.4 The criteria used for the number of reserved places within schools for the current session is now:
- a) schools which have classrooms with a limited number of spaces at specific stages;
 - b) interpretation of the guidance contained in the Scottish Office Circular 8/96 which gives examples of the types of situation which can be taken into account including historical or anticipated patterns of migration, information about known movements of families into (or out of) an area and any current residential development in the area;
 - c) the possible pattern of movement indicated by the current session's trends and roll projections for 2016/2017; and
 - d) that the scheme is justifiable and operated fairly, particularly as parents can appeal to the relevant Education Appeal Committee and thereafter to the Sheriff Court.

2. OPERATION OF CRITERIA 2016/2017

- 2.1 The introduction of the scheme caused some difficulties at the outset in 1997 as schools adjusted to having places reserved for incomers, as well as deciding which stages within schools the places should be reserved. The current proposals have been informed by the experience gained in resolving these difficulties.
- 2.2 The operation of the criteria for session 2015/2016, to date, has ensured that all secondary school pupils have been able to be granted a place in their catchment secondary school as their first choice of school. In respect of primary schools, only 1 primary pupil moved into a catchment area of a school and has been unable to attend their catchment primary school as their first choice of school.
- 2.3 The application of reserved places is most commonly utilised during the process for managing the new S1 and P1 intakes each year where parents may choose to have their child attend a school other than their catchment school. For session 2015/2016, 120 placing requests were made for S1 places in secondary schools and all of these requests were able to be granted. This represents a positive outcome for 100% of parents who made a placing request for their child to attend the secondary school of their choice.
- In respect of P1 places, 273 placing requests were submitted and of these, 50 were refused at initial stage. This represents a positive outcome for 81.7% of P1 parents who made a placing request for their child to attend the primary school of their choice.
- 2.4 The historical pattern of migration should continue to be monitored to ensure as accurate information as possible when considering the use of reserved places.
- 2.5 For session 2016/2017 there are some fluctuations in the reserved places. There are a number of schools whose reserved places have been altered in light of past experience in administering placements throughout session 2015/2016. In addition, where additional building work has been undertaken,

this can lead to the reduction in the requirement for reserved places. Reserved places may be increased where residential build has taken place or is planned within school catchment areas. Reserved places have also been altered where school rolls have increased or decreased.

In addition to the above factors, it was necessary to increase or introduce reserved places in certain schools to manage the introduction of the then Scottish Executive's Reducing Class Sizes Initiative. This reduced Primary 1 classes from 30 pupils to 25 pupils per teacher, and has been in operation since August 2007. This became legislation in October 2010 in accordance with the Education (Lower Class Sizes) (Scotland) Amendment Regulations 2010.

3. PROPOSALS

- 3.1 It is proposed that the reserved places required for session 2016/2017 are accepted as outlined in Appendix 1. The Director (Education and Children's Services) will publish the Reserved Places in Schools 2016/2017 and implement this in full for session 2016/2017.
- 3.2 In order to address feedback from parents and Education Appeal Committees that the format was difficult to understand, it was agreed in 2011 that Education and Children's Services would publish the reserved places required in a more comprehensive format on Perth and Kinross Council website. Therefore, the published reserved places now show the reserved places at each individual stage for each school. Previously, only the total number for each school was published which led to confusion for some parents where their placing request application for their child was refused on these grounds. This format allows parents/carers to clearly understand how many reserved places are being held at each/any stage in the school each session.

4. CONCLUSION AND RECOMMENDATIONS

The reserved places procedure complies with the Education (Scotland) Act 1980, as amended, to allow children moving into a catchment area of a school a greater likelihood of attending that school.

More reliable historical and anticipated patterns have been established as accurate information has been collected over the years.

The annual revision of the reserved places procedure ensures that Education and Children's Services stringently manage pupil intakes for each school ensuring, where possible, that local children can attend their catchment school.

4.1 It is recommended that the Committee:

- (i) Approves the number of reserved places, within schools which have classrooms with a limited number of spaces at specific stages, for session 2016/2017 as shown in Appendix 1;
- (ii) Instructs the Director (Education and Children’s Services) to revise these numbers each year to reflect historical or anticipated patterns of migration, information about known movements of families into (or out of) an area, and any current residential development; and
- (iii) Delegates responsibility to the Director (Education and Children’s Services) to keep under review the reserved places for all schools in light of any building work in schools and in light of residential development.

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
Resource Implications	
Financial	No
Workforce	No
Asset Management (land, property, IST)	No
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	No
Legal and Governance	Yes
Risk	No
Consultation	
Internal	Yes
External	No
Communication	
Communications Plan	Yes

1. Strategic Implications

Community Plan / Single Outcome Agreement

1.1 This section should set out how the proposals relate to the delivery of the Perth and Kinross Community Plan/Single Outcome Agreement in terms of the following priorities:

- (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
- (v) Creating a safe and sustainable place for future generations

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

Corporate Plan

1.2 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.

1.3 The report also links to the Education & Children's Services Policy Framework in respect of the following key policy area:

- Change and Improvement

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 reserved places procedure presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome: Assessed as **not relevant** for the purposes of EqIA

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.

However, no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

Sustainability

3.3 N/A

Legal and Governance

- 3.4 The Head of Legal Services has been consulted in relation to the reserved places scheme. The scheme complies with the legal framework in relation to reserved places set out in the Education (Scotland) Act 1980, as amended.

Risk

- 3.5 N/A

4. Consultation

Internal

- 4.1 Headteachers have been consulted in the preparation of the report.

External

- 4.2 N/A

5. Communication

- 5.1 The Reserved Places for 2016/2017 will be published on the Council website to ensure parents and schools are able to easily access the information. This report also forms part of the appeal information provided to parents where a placing request has been unsuccessful.

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 – Reserved Places 2016/2017
(to be completed following HT Capacity meetings currently underway)

Primary Schools	Reserved Places Breakdown 2016/2017																	Total Reserved Places Required 2016/2017				
	Reserved Places 2015/2016	P1	P2	P3	P4	P5	P6	P7	P1/2	P2/3	P3/4	P4/5	P5/6	P6/7	P1 - P3	P4 - P6	P4 - P7		P2/3/4	P1 - P4	P5 - P7	P3 - P5
Abernethy Primary School	6	2	2	2																		
Aberuthven Primary School	4																					
Alyth Primary School	14	2	2	1	1	2	1	1														
Angask Primary School	8	2	2									1		2								
Auchtergaven Primary School	6	2	2								2	2	2	2								
Balbeggie Primary School	3	0																				
Balhouse Primary School	10	2	2	2	2	2	2	2														
Breadalbane Primary School	9	7	1	1	1	1								2								
Burrelton Primary School	8	3									1			2								
Cleish Primary School	6	4										2									2	
Community School of Auchterarder	14	14	2	2	2	2	2	2														
Comrie Primary School	6	7	1	1	1	1	1	1														
Coupar Angus Primary School	3	8	1	1	1	1	1	2														
Craigie Primary School	9	8	2	1	1	1	1	1														
Crieff Primary School	9	10	2	2	2	2	2	2														
Dunbarney Primary School	14	14	2	2	2	2	2	2														
Dunning Primary School	10	10							2	2	2			2	2							
Errol Primary School	14	14	2	2	2	2	2	2														
Forgandenny Primary School	6	0																				
Fossoway Primary School	10	4										2	2									
Goodyburn Primary School	14	14	2	2	2	2	2	2														
Inchture Primary School	2	14	2	2	2	2	2	2														
Inchview Primary School	14	14	2	2	2	2	2	2														
Invergowrie Primary School	8	8	2	2	2	2	2	2														
Kinnoull Primary School	14	7	2	1	1	1	1	1														
Kinross Primary School	14	14	2	2	2	2	2	2														
	Total Reserved Places 2015/2016	P1	P2	P3	P4	P5	P6	P7	P1/2	P2/3	P3/4	P4/5	P5/6	P6/7	P1 - P3	P4 - P6	P4 - P7	P2/3/4	P1 - P4	P5 - P7	P3 - P5	
Leitham Primary School	4	2	2	2	2	2	2	2														
Luncarty Primary School	3	2			2																	
Madderty Primary School	6	5													1					2	2	
Meigle Primary School	0	4															2					
Methven Primary School	8	2											1	1								
Minlathort Primary School	14	12	2	2	2	2	2	2														
Moncreiffe Primary School	1	2	2																			
Murthly Primary School	6	2																			2	
Muthill Primary School	4	4							1	1	1											
Newmill Primary School	14	14	2	2	2	2	2	2														
North Muirton Primary School	8	14	2	2	2	2	2	2														
Oakbank Primary School	14	14	2	2	2	2	2	2														
Our Lady's RC Primary School	14	14	2	2	2	2	2	2														
Pitcairn Primary School	7	7	1	1	1	1	1	1														
Pitlochry Primary School	9	12	1	1	1	1	1	1	2	2	2	2	2	2								
Portmoak Primary School	9	10																				
Rattray Primary School	8	3	2																			
Robert Douglas Memorial School	14	14	2	2	2	2	2	2														
Royal School of Dunkeld	4	3	1	2	2	2	2	2														

Primary Schools	Reserved Places 2015/2016	Total Reserved Places Required 2016/2017	Reserved Places Breakdown 2016/2017																				
			P1	P2	P3	P4	P5	P6	P7	P1/2	P2/3	P3/4	P4/5	P5/6	P6/7	P1 - P3	P4 - P6	P4 -P7	P2/3/4	P1 - P4	P5 - P7	P3 - P5	
Ruthvenfield Primary School	6	6																					
St John's Academy (Primary)	14	14	2	2	2	2	2	2															
St Macdoes Primary School	11	12	2																				
St Stephen's RC Primary School	4	2								1													
Stanley Primary School	3	0																					
Tulloch Primary School	14	14	2	2	2	2	2	2															
Viewlands Primary School	9	10	2	2	2	2	2	2															
Total	443	427																					

Secondary Schools	Reserved Places 2015/2016	Total Reserved Places Required 2016/2017	Reserved Places Breakdown 2015/2016					
			S1	S2	S3	S4	S5	S6
Community School of Auchterarder	5	2	2					
Kinross High School	6	6	4	2				
Perth Academy	2	2						
Perth Grammar School	2	2	2					
Perth High School	2	2	2					
St John's RC Academy (Secondary)	2	2	2					
Total	19	16						

	2015/2016	2016/2017
Primary School	443	427
Secondary School	19	16
Total	462	443