

THIS IS A CONSULTATIVE DOCUMENT



PERTH AND KINROSS COUNCIL

EDUCATION AND CHILDREN'S SERVICES

PROPOSAL PAPER

To make a limited variation to the School Admission Policy for Perth and Kinross Council schools from school session 2020/2021. The limited changes relate to ensuring pupils living in Perth and Kinross are awarded appropriate priority for school places and pupils transferring to secondary school from feeder primaries are awarded appropriate priority.

This proposal document relates to all schools in Perth and Kinross.

This document has been issued by Perth and Kinross Council for proposal in terms of The Schools (Consultation) (Scotland) Act 2010.

DISTRIBUTION

A copy of this document is available on the Perth and Kinross Council website: www.pkc.gov.uk

A link to an electronic version of this document will be provided to:

- The Parent Councils (if any) of the affected schools
- The parents of the pupils and children at the affected schools
- The parents of children expected to attend an affected school within 2 years of the date of publication of this proposal document
- The teaching and ancillary staff at the affected schools
- The trade union representatives of the above staff
- The Community Councils
- The Community Planning Partnership
- The neighbouring Education Authorities
- The Elected Members of Perth and Kinross Council
- The Constituency MSP and List MSPs covering the Constituencies
- The Executive Director, Housing & Environment, Perth and Kinross Council
- Tayside Contracts
- LiveActive Leisure
- Education Scotland

A copy of this document is also available from:

- Education and Children's Services, 2 High Street, Perth, PH1 5PH

This document is available in alternative formats or in translated form for readers whose first language is not English. Please apply to Education and Children's Services, 2 High Street, Perth, PH1 5PH by telephone on 01738 476200; or by e-mail: ECSGeneralEnquiries@pkc.gov.uk

CONSULTATION WITH CHILDREN AND YOUNG PEOPLE

Pupils will be consulted about the proposal in school by seeking feedback from Pupil Councils.

SUMMARY OF PROCESS FOR THIS PROPOSAL DOCUMENT

1. Consideration by the Lifelong Learning Committee

This proposal document has been issued as a result of a decision on 4 September 2019 of the Lifelong Learning Committee of Perth and Kinross Council ([Report No 19/243 refers](#)).

2. Proposal document issued to consultees and published on Council website

A link to a copy of this document will be issued free of charge to the consultees listed on the preceding page, and it will also be published on the Council website: www.pkc.gov.uk

3. Publication of advertisement in local newspapers

An advertisement will be placed in the relevant local newspapers.

4. Length of consultation period

An advertisement will be placed in local newspapers on Monday 2 December 2019. The consultation will run from **Monday 2 December 2019 until close of business on Friday 24 January 2020**, which includes a period of 30 school days.

5. Public meeting

One public meeting will be held, the details of which are given on Page 4 of this document.

6. Involvement of Education Scotland

When the proposal document is published, a copy will also be sent to Education Scotland by the Education Authority. Education Scotland will also receive a copy of any relevant written representations received by the Authority from any person during the consultation period or, if Education Scotland agree, a summary of them. Education Scotland will further receive a summary of any oral representations made to the Authority at the public meeting which will be held and, as available (and so far as otherwise practicable), a copy of any other relevant documentation.

Education Scotland will then prepare a report on the educational aspects of the proposal not later than 3 weeks after the Authority has sent them all representations and documents mentioned above. For the avoidance of doubt, the 3 week period will not start until after the consultation period has ended. In preparing their report, Education Scotland may enter affected schools and make such reasonable enquiries of such people there as they consider appropriate and may make such reasonable enquiries of such other people as they consider appropriate.

7. Preparation of consultation report

The Education Authority will review the proposal having regard to the Education Scotland Report, written representations that it has received and oral representations made to it by any person at the public meeting. It will then prepare a consultation report. This report will be published in electronic and printed formats and will be published on the Council website. It will be available on the Council website and from Education & Children's Services at 2 High Street, Perth free of charge. Anyone who made written representations to the Authority during the consultation period will also be informed about the report.

The report will include:

- a record of the total number of written representations made to the Authority during the consultation period;
- a summary of the written representations;
- a summary of the oral representations made at the public meeting;
- the Authority's response to the Education Scotland Report as well as any written or oral representations it has received, together with a copy of the Education Scotland Report and any other relevant information, including details of any alleged inaccuracies and how these have been handled; and

- a statement explaining how the Authority complied with the requirement to review the proposal in light of the Education Scotland Report and representations (both written and oral) that it received.

The consultation report will be published and available for further consideration for a period of 3 weeks.

8. Decision

This report, together with any other relevant documentation, will be considered by the Lifelong Learning Committee of Perth and Kinross Council, who will come to a decision about whether to implement the proposal.

9. Note on Corrections

If any inaccuracy or omission is discovered in this proposal document, either by the Council or any person, the Council must investigate and decide what, if any, action is required.

If relevant information has been omitted or there has been an inaccuracy, the Council will then take appropriate action, which may include the issue of a correction notice, the publishing of a corrected Proposal Paper or the revision of the timescale for the consultation period, if appropriate. In that event, relevant consultees and Education Scotland will be advised. The Authority must inform the person who made the allegation and what action it has taken.

10. Note

This consultation is being conducted having regard to the terms of the Schools (Consultation) (Scotland) Act 2010.

PUBLIC MEETING

One public meeting will be held to discuss the proposal. Anyone wishing to attend the public meeting is invited to do so. The meeting, which will be convened by the Education Authority, will be addressed by the Executive Director (Education and Children's Services), or other senior officers of the Council.

The meeting will be an opportunity for interested parties to:

- Hear more about the proposal
- Ask questions about the proposal
- Have their views recorded so that they can be considered as part of the consultation processes.

The meeting will be held on:

Date – Thursday 9 January 2020

Time – 7.00 pm

Venue – Bertha Park High School, Adamson Avenue, Perth, PH1 0AU

A note will be taken at the meeting of questions and views. This note will be published on the Council website, and a printed copy will be made available upon request.

Proposal:

To make a limited variation to the School Admission Policy for Perth and Kinross Council schools from school session 2020/2021. The limited changes relate to ensuring pupils living in Perth and Kinross are awarded appropriate priority for school places and pupils transferring to secondary school from feeder primaries are awarded appropriate priority.

1. REASONS FOR FORMULATING THE PROPOSAL

- 1.1 In terms of the Education (Scotland) Act 1980, the Council is obliged to publish its arrangements for the placing of children in schools in its area. Within Perth and Kinross these arrangements are contained within the School Admission Policy which has been operational since January 2009 when it was last reviewed. The School Admission Policy sets out the arrangements for the placing of catchment pupils and handling of placing requests.
- 1.2 The policy of Perth & Kinross Council is to assign to each school a defined zone known as a catchment area. Each home address has a catchment school for both primary and secondary education. The designated catchment schools are dependent on pupils' home address. Although the Council endeavours to provide enough places for all children in a catchment area to attend the catchment school, living within a catchment area does not guarantee a child a place at that school.

In accordance with the provisions of the legislation, parents have a right to make a request that their child be placed in a school of their choice other than the school which normally serves the catchment area in which they reside. Parents' wishes are to be met wherever possible. If the number of places in any school is limited, priority for admissions shall be determined by the priorities as set out in the School Admission Policy.

- 1.3 Perth and Kinross Council's current School Admission Policy is attached as Appendix 1.
- 1.4 Education authorities in Scotland are required to ensure adequate and efficient education is provided for all school age children within their local authority boundary. The impact of parental choice and demand for places in certain schools has highlighted the need to review the current School Admission Policy to ensure it remains fit for purpose.
- 1.5 The arrangements for admission for Primary 1 and Secondary 1 pupils for August 2019 saw 438 placing requests being received, which resulted in 181 pupils being refused places for the school of their choice. Of these refusals, 47 were pupils living outwith Perth and Kinross. This subsequently resulted in an unprecedented number of statutory appeals to the Education Appeal Committee.

Education and Children's Services managed the primary and secondary intakes for August 2019 in accordance with the priority categories as set out within the current Perth and Kinross School Admission Policy.

- 1.6 However, the sole criterion of distance being used to determine the priority between children within each category of Priority 2 and Priority 3 has identified that in some cases in schools where intakes were oversubscribed, children resident within Perth and Kinross were not being afforded the appropriate priority to have their placing request for another school in Perth and Kinross considered. In some cases, pupils from outwith Perth and Kinross were prioritised above Perth and Kinross pupils on the waiting list for an available place, based on geographical proximity to the school.
- 1.7 In addition, using the sole criterion of distance to determine the priority between children within each category has identified that in some secondary schools where intakes were oversubscribed, children who were attending a feeder primary school as a result of a successful placing request, were not being afforded the appropriate priority to have their placing request considered to allow transition to secondary school with their peer group. In some cases, a small number of Primary 7 pupils were not able to transition to secondary school with their peer group as a result of the criterion of distance being the determining factor in prioritisation of placing requests.
- 1.8 St John's RC Academy, which is the only denominational secondary school within Perth and Kinross, had a number of non-RC catchment Primary 7 pupils and a number of non-RC catchment Primary 7 pupils in its feeder primary schools who were not able to transition to a denominational secondary school with their peer groups as a result of S1 places being prioritised using the sole criterion of distance.
- 1.9 Whilst it has not been a significant issue in previous years, the number of catchment and placing request refusals for August 2019 has now identified that the School Admission Policy requires to be revised in order to ensure that it continues to be fit for purpose and provide flexibility to allow appropriate priority to be provided to pupils living in Perth and Kinross, and to those pupils transitioning to secondary school who are attending feeder primary schools.
- 1.10 In varying the current School Admission Policy to include specific priority for pupils who are resident within Perth and Kinross, and for pupils transitioning to secondary school from a feeder primary school, **it is important to note that this proposal will not affect the majority of schools and will not affect most of our 18,018 school pupils.** The proposal would continue to ensure that catchment pupils are awarded places as a priority ahead of any placing requests.

The majority of schools are not oversubscribed and most pupils attend their designated catchment schools. The proposed limited variations will not result in any more or any fewer placing requests being able to be granted. In the majority of cases, the only consequence of this change would be the pupil's position on a waiting list for an available place. Based on the situation for session 2019/2020, **15 affected pupils would have benefitted from the proposed limited variation to the School Admission Policy.**

- 1.11 The vast majority of placing requests are made at key transition stages where pupils are moving into Primary 1 and 1st year at Secondary schools. Placing requests are required to be made within the official placing period each year where placing requests are submitted by 15 March for consideration of places for the new school session in August. This results in large numbers of placing requests being submitted at the same time for the same school stages. Where the number of catchment pupils and/or placing requests exceeds the number of available spaces in any particular school, then the allocation of places requires to be appropriately and fairly prioritised.

- 1.12 In schools where the intake is not oversubscribed, there would be no change to the ability to grant placing requests of all priorities. However, in schools where the intake is oversubscribed, places would continue to be granted in accordance with the agreed capacity and refused placing requests would be maintained on a waiting list in priority determined by the School Admission Policy.
- 1.13 Any proposal to make changes to the School Admission Policy must be subject to a statutory consultation exercise as the varying of any admission arrangements for schools is a relevant proposal in terms of legislation.

2. VISION, BACKGROUND AND STATUTORY RESPONSIBILITIES

- 2.1 Perth and Kinross Council works to enhance quality of life, make best use of public resources and ensure continuously improving services. Perth and Kinross Council's corporate strategy "Securing the Future" aims to ensure that individuals, families and communities experience the best possible outcomes from a range of services. Perth and Kinross Council has a strong identity and clear priorities which everyone works together to achieve, creating areas which are vibrant and successful; safe, secure, healthy and sustainable environments; educated, responsible and informed citizens; confident and active communities; and places where people are nurtured and supported.
- 2.2 This approach reflects the Single Outcome Agreement National Outcome 15 that "Our public services are high quality, continually improving, efficient and responsive to local people's needs", and the Local Outcome that "Our services will be responsive, of high quality and continually improving". This report also links with the Education and Children's Services Policy Framework Communication and Consultation and with the Education and Children's Services objective to developing educated, responsible and informed citizens.
- 2.3 On 4 September 2019, Lifelong Learning Committee agreed to commence formal consultation on a proposal to vary the admission arrangements in respect of the handling of catchment enrolments and placing requests for primary and secondary schools ([Report No 19/243 refers](#)) in accordance with the Schools (Consultation) (Scotland) Act 2010.
- 2.4 The 2010 Act's principal purpose is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals relating to 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.
- 2.5 These duties are outlined in the [Schools \(Consultation\) \(Scotland\) Act 2010 and the accompanying Statutory Guidance](#).
- 2.6 Councils have a statutory duty in terms of the Education (Scotland) Act 1980 to make adequate and efficient provision of school education across their entire area for the current school population and future pattern of demand.
- 2.7 Councils also have a statutory responsibility in terms of the Local Government in Scotland Act 2003 to achieve best value. The organisation of the school estate is therefore kept under regular review, including the need for school provision and other matters, such as catchment areas and the implementation of shared headships.

- 2.8 The Education (Scotland) Act 2016 amends the Standards in Scotland's Schools Act 2000 by adding in new duties to address inequality of outcome. These duties apply in different ways to both Scottish Ministers and education authorities. Where the education authority is making or implementing strategic decisions about school education, it is required to have due regard to the need to carry out its functions in a way which is designed to reduce inequalities of outcome. This is particularly directed in the Act towards pupils who experience those inequalities through socio-economic disadvantage, but there is also a power to extend the range of pupils who are covered by this duty.

3. PROPOSED SCHOOL ADMISSION POLICY

- 3.1 The current School Admission Policy requires to be revised in order to ensure that it continues to be fit for purpose and provides flexibility to allow appropriate priority to be provided to pupils living in Perth and Kinross, and to those pupils transitioning to secondary school who are attending feeder primary schools.
- 3.2 The proposed School Admission Policy is attached as Appendix 2.
- 3.3 In varying the current School Admission Policy to include specific priority for pupils who are resident within Perth and Kinross, and for pupils transitioning to secondary school from a feeder primary school, **it is important to note that this proposal will not affect the majority of schools and will not affect most of our 18,018 school pupils.** The proposal would continue to ensure that catchment pupils are awarded places as a priority ahead of any placing requests.

The majority of schools are not oversubscribed and most pupils attend their designated catchment schools. The proposed limited variations will not result in any more or any fewer placing requests being able to be granted. In the majority of cases, the only consequence of this change would be the pupil's position on a waiting list for an available place. Based on the situation for session 2019/2020, **15 affected pupils would have benefitted from the proposed limited variation to the School Admission Policy.**

- 3.4 In schools where the intake is not oversubscribed, there would be no change to the ability to grant placing requests of all priorities. However, in schools where the intake is oversubscribed, places would continue to be granted in accordance with the agreed capacity and refused placing requests would be maintained on a waiting list in priority determined by the School Admission Policy.

4. EDUCATIONAL BENEFITS STATEMENT

- 4.1 This Educational Benefits Statement is written from the perspective of benefits, should the proposal subsequently be implemented. This statement is focused on the educational benefits for pupils affected by the limited variation to the School Admission Policy.
- 4.2 Transition programmes currently in place will be unaffected by the proposed limited variation to the School Admission Policy. However, this proposal will contribute towards improving the primary to secondary transition process for pupils attending feeder primary schools as the result of a placing request and who are seeking to continue to attend secondary school with their peer group by affording these pupils

appropriate priority when considering placing requests. This would support a more effective and inclusive transition experience for these pupils where possible.

- 4.3 Introducing more flexibility when considering admissions to schools will ensure that, wherever possible, pupils seeking to transition to secondary school with their peer group will be given appropriate priority ahead of pupils who do not attend a feeder primary school for the chosen secondary school. This would provide a better opportunity for continuity for these pupils to attend secondary school with their Primary 7 peer group and reduce the circumstances in which pupils may be separated from their Primary 7 peer group at a key transition stage.
- 4.4 Pupils attending denominational primary schools will have clarity on the prioritisation of places to ensure, wherever possible, that pupils attending a denominational primary school will be afforded the appropriate priority to attend the only denominational secondary school in Perth and Kinross ahead of pupils who do not attend a denominational primary school or do not have a sibling attending the denominational secondary school. This proposal would provide a better opportunity for pupils seeking to continue a denominational education at secondary school to be considered for places.
- 4.5 This proposal aims to remove the risk that pupils living within Perth and Kinross may be disadvantaged when applying for school places as a result of placing requests being made for pupils living outwith Perth and Kinross. The current use of distance alone to prioritise placing requests can mean that, in some instances, pupils living outwith Perth and Kinross are geographically closer to their chosen school in Perth and Kinross than Perth and Kinross pupils.

This proposal will ensure that pupils living in Perth and Kinross will always be given appropriate priority for school places ahead of pupils from outwith the local authority area, ensuring that Perth and Kinross pupils are prioritised for school places in accordance with the education authority's duty to provide adequate and efficient provision of school education across their entire area for the current school population and future pattern of demand.

5. LIKELY EFFECT FOR PUPILS AND FAMILIES

- 5.1 For families whose child attends their catchment primary school and their catchment secondary school, they will generally not be affected by this proposal. This proposal continues to ensure that pupils attending their designated catchment schools are always afforded priority for school places. In exceptional circumstances where it may not be possible to allocate all catchment children a place in their designated catchment school, the revised Admission Policy clearly sets out the priority for allocating school places.
- 5.2 Families who live in Perth and Kinross will be afforded the appropriate priority to be considered for a place in Perth and Kinross schools before places are allocated to children who live outwith Perth and Kinross.
- 5.3 Children in Primary 7 will be afforded the appropriate priority to be considered for a secondary school place with their Primary 7 peer group, where this is requested, before places are allocated to children who have no current association with the secondary school or feeder primary schools.

- 5.4 Families living within and outwith Perth and Kinross who apply for school places will have clarity on the priorities and allocation of school places in schools where places may be oversubscribed to ensure fair and consistent prioritisation of school places. Parents living within and outwith Perth and Kinross will continue to be able to submit placing requests for their child to be considered for a place at the school of their choice.

6. LIKELY EFFECT ON LOCAL COMMUNITIES

- 6.1 This proposal will not adversely impact on local, social or economic activities. The limited variation to the School Admission Policy will have no effect on the sustainability of communities and there would be no impact on the existing arrangements for communities to use schools.

7. LIKELY EFFECT CAUSED BY DIFFERENT TRAVELLING ARRANGEMENTS

- 7.1 Travelling for primary and secondary school education is common across Perth & Kinross because of the geography of the area. The limited variation to the School Admission Policy will have no effect on the travelling arrangements for pupils.
- 7.2 Staff in Perth and Kinross tend to travel throughout the area to work in schools. Many staff do not live within the catchment area of the school they work in. There will be no impact on staff travelling arrangements as a result of the limited variation to the School Admission Policy.
- 7.3 Communities currently require to travel to access services and there will be no impact on travel arrangements by communities as a result of the limited variation to the School Admission Policy.

8. ENVIRONMENTAL IMPACT

- 8.1 There will be no environmental impact as a result of the limited variation to the School Admission Policy.

9. EFFECTS ON STAFF AND SCHOOL MANAGEMENT ARRANGEMENTS

- 9.1 There will be no implications for any teaching or support staff in any schools nor would there be any impact on school management arrangements as a result of the limited variation to the School Admission Policy.

10. FINANCIAL IMPLICATIONS

- 10.1 Staffing allocations and resources in schools are based on the total pupil roll of each school. There will be no financial implications as a result of the limited variation to the School Admission Policy as there will be no more or less school places available or offered as a result of the variation.

11. OTHER ISSUES

- 11.1 It is intended that the revised School Admission Policy is implemented from school session 2020/2021. This will allow the Council to conduct the necessary consultation in accordance with the relevant statutory frameworks.

12. CONCLUSION

- 12.1 A review of the School Admission Policy has been undertaken in order to ensure that the policy continues to be fit for purpose and provide flexibility to allow appropriate priority to be provided when considering pupil placements. This Proposal Paper has been produced and published to allow for informed consideration to be given to the proposal to vary the School Admission Policy for primary and secondary schools in accordance with legislative requirements.
- 12.2 It is, therefore, recommended that a limited variation to the School Admission Policy for Perth and Kinross Council schools is implemented from school session 2020/2021. The limited changes relate to ensuring pupils living in Perth and Kinross are awarded appropriate priority for school places and pupils transferring to secondary school from feeder primaries are awarded appropriate priority.

13. RESPONDING TO THE PROPOSAL

- 13.1 Interested parties are invited to respond by making online, electronic or written submissions on the proposal or any alternative proposals.

Online: www.pkc.gov.uk

By e-mail: ECStatutoryConsultations@pkc.gov.uk

In writing: School Admission Consultation, Education and Children's Services,
2 High Street, Perth, PH1 5PH

no later than close of business on Friday 24 January 2020.

- 13.2 A form is provided at Appendix 3 for the convenience of those wishing to respond. Its use is not compulsory. However, those wishing to respond must state their relationship with school pupils – for example, “pupil”, “parent”, “grandparent”, “former pupil”, “teacher in school”, “member of the community” etc. Responses from Parent Councils, staff, and Pupil Councils are particularly welcome.
- 13.3 Those sending in a response, whether electronically or by letter, should know that their response will be open to public scrutiny and may have to be supplied to anyone making a reasonable request to see it.
- 13.4 If they do not wish their response to be publicly available, they should clearly write on the document: “I wish my response to be considered as confidential with access restricted to elected members and council officers of Perth and Kinross Council.” Otherwise, it will be assumed that the person making the response agrees to it being made publicly available.

PERTH AND KINROSS COUNCIL
EDUCATION AND CHILDREN'S SERVICES
CURRENT SCHOOL ADMISSION POLICY

Placing in Schools - Primary, Secondary and Special

The policy of Perth & Kinross Council Education Authority is to assign to each school a defined zone known as a catchment area. Each home address has a catchment school for both primary and secondary education. The catchment schools are dependent on pupils' home address. Although we try to provide enough places for all children in the catchment area to attend the catchment school, living within a catchment area does not guarantee a child a place at that school.

In accordance with the provisions of the legislation, parents have a right to make a request that their child be placed in a school of their choice other than the school which normally serves the catchment area in which they reside. Parents' wishes will be met where possible. If the number of places in any particular school is limited, priority for admissions shall be determined on the following basis:

Priority 1 –

Children normally resident within the catchment area of the specified school.

Where the number of requests for admission to the specified school by children normally resident within the catchment area exceeds the number of places available, then priority will be determined as follows:

- (a) Children having a brother or sister (or relative permanently living at the same address as part of an extended family*) in attendance at the school.
- (b) Thereafter places will be allocated according to the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

NB Within denominational schools' places will be allocated first to children who have been baptised in the appropriate faith i.e. (Roman Catholic and Episcopal Church)

Priority 2 –

Children not normally resident within the catchment area of the specified school but having a brother or sister (or relative permanently living at the same address as part of an extended family*) in attendance at that school.

***provided that the member of the extended family for whom the placing request has been made has lived within that extended family for a period of at least two years.**

Priority 3 –

Children not normally resident within the catchment area of the specified school and having no brothers or sisters in attendance at that school.

In relation to Priorities 2 and 3, when it is necessary to refuse only some places because the number of requests exceeds the number of places available, priority will be determined as follows:

- (a) between children within Priority 2, priority will be determined by distance from the specified school, with priority being given to children whose normal place of residence is closest to the specified school.
- (b) between children within Priority 3, priority will be determined by the single criterion of distance from the school, with priority being given to children whose normal place of residence is closest to the specified school.

Placement may be recommended within a special school or provision when a child's education needs cannot be met in their catchment school. This will be based upon the assessment of the child's education needs by their parents, teacher, school medical officer and education psychologist.

The Authority may also determine that particular pupils are to be placed in any school in order to meet specific educational or other exceptional needs, as determined by the Authority. These placements will take priority over any of the 3 priorities above.

Placing requests will normally be granted except where there are circumstances defined in the Act which justify the Authority's refusal of such a request.

Parents who have made successful placing requests for their children at other schools of their choice have to make their own transport arrangements and meet the costs thereof.

Any pupil who attends a primary school other than the one proposed by the Authority (i.e. as the result of a placing request) and who is due to transfer to a secondary school will be offered a place at the secondary school in whose catchment area he/she lives.

PERTH AND KINROSS COUNCIL
EDUCATION AND CHILDREN'S SERVICES
PROPOSED SCHOOL ADMISSION POLICY

Placing in Schools - Primary, Secondary and Special

The policy of Perth & Kinross Council Education Authority is to assign to each school a defined zone known as a catchment area. Each home address has a catchment school for both primary and secondary education. The catchment schools are dependent on pupils' home address. Although we try to provide enough places for all children in the catchment area to attend the catchment school, living within a catchment area does not guarantee a child a place at that school.

In accordance with the provisions of the legislation, parents have a right to make a request that their child be placed in a school of their choice other than the school which normally serves the catchment area in which they reside. Parents' wishes will be met where possible. If the number of places in any school is limited, priority for admissions shall be determined on the following basis:

Priority 1

Children normally resident within the catchment area of the specified school.

Where the number of requests for admission to the specified school by children normally resident within the catchment area exceeds the number of places available, then priority will be determined as follows:

- (a) Within all denominational schools, places will be allocated first to children who have been baptised in the appropriate faith i.e. (Roman Catholic and Episcopal Church)
- (b) Children having a brother or sister (or relative permanently living at the same address as part of an extended family*) in attendance at the school.
- (c) Within all secondary schools, places will be allocated first to children who attend a feeder primary school. **
- (d) Places will be allocated according to the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

*** provided that the member of the extended family for whom the placing request has been made has lived within that extended family for a period of at least two years.**

**** priority will be given to those pupils who have attended a feeder primary school the longest.**

Where it may be necessary to refuse only some places in categories (a), (b) or (c), because the number of requests exceeds the number of places available, priority will be determined as follows:

Category (a) the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

Category (b) the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

Category (c) the criterion of length of time attending a feeder primary school with priority being given to those pupils who have attended a feeder primary school the longest.

Thereafter, the criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school will be applied if necessary.

Priority 2

Children resident within Perth and Kinross and not normally resident within the catchment area of the specified school but having a brother or sister (or relative permanently living at the same address as part of an extended family*) in attendance at that school.

Where the number of Priority 2 requests for admission to the specified school exceeds the number of places available, then priority will be determined as follows:

- (a) Within all denominational schools, places will be allocated first to children who have been baptised in the appropriate faith i.e. (Roman Catholic and Episcopal Church)
- (b) Within all secondary schools, places will be allocated first to children who attend a feeder primary school. **
- (c) Places will be allocated according to the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

Priority 3

Children resident within Perth and Kinross and not normally resident within the catchment area of the specified school and having no brothers or sisters in attendance at that school.

Where the number of Priority 3 requests for admission to the specified school exceeds the number of places available, then priority will be determined as follows:

- (a) Within all denominational schools, places will be allocated first to children who have been baptised in the appropriate faith i.e. (Roman Catholic and Episcopal Church)
- (b) Within all secondary schools, places will be allocated first to children who attend a feeder primary school. **
- (c) Places will be allocated according to the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

Priority 4

Children not resident in Perth and Kinross but having a brother or sister (or relative permanently living at the same address as part of an extended family*) in attendance at that school.

Where the number of Priority 4 requests for admission to the specified school exceeds the number of places available, then priority will be determined as follows:

- (a) Within all denominational schools, places will be allocated first to children who have been baptised in the appropriate faith i.e. (Roman Catholic and Episcopal Church)
- (b) Within all secondary schools, places will be allocated first to children who attend a feeder primary school. **
- (c) Places will be allocated according to the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

Priority 5

Children not resident in Perth and Kinross and having no brothers or sisters in attendance at that school.

Where the number of Priority 5 requests for admission to the specified school exceeds the number of places available, then priority will be determined as follows:

- (a) Within all denominational schools, places will be allocated first to children who have been baptised in the appropriate faith i.e. (Roman Catholic and Episcopal Church)

(b) Within all secondary schools, places will be allocated first to children who attend a feeder primary school. **

(c) Places will be allocated according to the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

*** provided that the member of the extended family for whom the placing request has been made has lived within that extended family for a period of at least two years.**

**** priority will be given to those pupils who have attended a feeder primary school the longest.**

Where it may be necessary to refuse only some places in any of the Priority 2, 3, 4 or 5 categories (a) or (b) because the number of requests exceeds the number of places available, priority will be determined as follows:

Category (a) the single criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school.

Category (b) the criterion of length of time attending a feeder primary school with priority being given to those pupils who have attended a feeder primary school the longest. Thereafter, the criterion of distance from the specified school, with priority being given to those whose normal place of residence is closest to the school will be applied if necessary.

Placement may be recommended within a special school or provision when a child's education needs cannot be met in their catchment school. This will be based upon the assessment of the child's education needs by their parents, teacher, school medical officer and education psychologist.

The Authority may also determine that particular pupils are to be placed in any school in order to meet specific educational or other exceptional needs, as determined by the Authority. These placements will take priority over any of the 5 priorities above.

Placing requests will normally be granted except where there are circumstances defined in the Act which justify the Authority's refusal of such a request.

Parents who have made successful placing requests for their children at other schools of their choice have to make their own transport arrangements and meet the costs thereof.

Any pupil who attends a primary school other than the one proposed by the Authority (i.e. as the result of a placing request) and who is due to transfer to a secondary school will be offered a place at the secondary school in whose catchment area he/she lives.



**Education and Children's Services
Consultation Response Form**

Consultation Proposal:

To make a limited variation to the School Admission Policy for Perth and Kinross Council schools from school session 2020/2021. The limited changes relate to ensuring pupils living in Perth and Kinross are awarded appropriate priority for school places and pupils transferring to secondary school from feeder primaries are awarded appropriate priority.

Please tick the response which applies to you/your organisation

I agree with the proposals as outlined in this consultation

I disagree with the proposals as outlined in this consultation.....

I would like to make the following representation for consideration:
(if required, please continue the other side of this sheet)

Are there any other alternatives which you consider should have been included?

This part of the form must be completed for a valid response:

Name: _____ Address: _____

Postcode: _____

Email: _____

Your Interest: (please tick)

Parent Child / Young Person Staff Other *

*Other: (please specify)

Elected Member / MSP / MP Member of Community Council

I wish my response to be considered as confidential with access restricted to Elected Members and Council Officers of Perth & Kinross Council

HOW WE USE YOUR PERSONAL INFORMATION

The information provided by you will be used by Perth and Kinross Council to record details of your comments on the proposal. Your personal information will not be disclosed to third parties except as described below.

The Council may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties or share your information with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law.

For further information, please look at our website www.pkc.gov.uk/dataprotection email dataprotection@pkc.gov.uk or phone 01738 477933