

DUNDEE CITY COUNCIL

Children and Families Service



Proposal Paper

Establishment of a new Primary School with Nursery Class within the Western Gateway of Dundee and proposal to vary admission arrangements through the revision of Ardler Primary School catchment area to establish a catchment area for the new school.

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PROPOSAL

Establishment of a new Primary School with Nursery Class within the Western Gateway of Dundee and proposal to vary admission arrangements through the revision of Ardler Primary School catchment area to establish a catchment area for the new school.

It is proposed that all eligible nursery and primary aged pupils residing within the newly formed catchment area for the Western Gateway school will be entitled to transfer to the new Western Gateway Primary School at the commencement of academic session 2026/27 should they so wish.

Any pupil living within the proposed Western Gateway catchment area and enrolled within an existing local primary will be entitled to remain at that provision or transfer to the new school.

Any pupils who wish to enrol at another school would be entitled to make a placing request for that school.

1.0 BACKGROUND

1.1 Dundee is a growing city with a number of planned and ongoing housing developments within the West of Dundee. To accommodate the projected and growing population within this area, Plans submitted to the to the Planning Authority in the application to build the dwelling houses, includes a proposed primary school within the Western Gateway development.

1.1.1 Education Authorities have a statutory duty in terms of the Education (Scotland) Act 1980 to make adequate and efficient provision of school education across their area. This duty applies in respect of both the current school population and anticipated pattern of demand.

1.1.2 Councils have a statutory duty to secure best value in terms of the Local Government in Scotland Act 2003. Most importantly, the Education Authority would wish to optimise the educational experience for every pupil by providing:

- a range of social and emotional experiences
- an enriched and broad learning experience
- the best possible education which meets the needs of all learners

To achieve best value and optimum efficiency, the organisation of the school estate is therefore kept under regular review, including the need for school provision and other factors, such as altering catchment areas.

1.1.3 At the meeting of the Children and Families Service Committee on 21 June 2021 (report no. [171-2021](#) refers), elected members approved, in principle, the construction of a new Primary School in the Western Gateway.

1.1.4 Officers were remitted to propose necessary amendments to the Capital Plan 2021/2026 for General Services and Housing HRA at its next update in January 2022 and also recommend necessary provision in the Council's Revenue Budget, please refer to financial implications in section 1.8.

1.1.5 A meeting of the Children and Families Services committee on 27 June 2022, gave approval for the Executive Director of Children and Families Services to formally consult on the establishment of a new Primary School with Nursery Class within the Western Gateway of Dundee.

1.2 DEVELOPMENT IN THE WESTERN GATEWAY

- 1.2.1 A total forecast new residential units of 1,064 are anticipated by August 2030 based on the 2020 Indicative Housing Land Audit and the December 2021 as built figure. There will then be a further circa 270 units to be built post-2030.
- 1.2.2 If these units are occupied by a similar demographic to existing Dundee City Council greenfield developments, then we could expect up to 348 primary aged pupils to be living in the area by 2030.

Table 1: Projected number of Nursery and Primary aged pupils living within Western Gateway area.

Prior to 2015 there were 206 residential properties in the Western Gateway area. This combined with 417 new build properties gives the baseline cumulative properties of 623 (Completions as at Dec 2021)

Year built	New build properties	Cumulative properties	Estimated total # of Nursery (aged 3+) pupils	Estimated total # of Primary aged pupils
2021/22	Baseline	623	(Actual) 45	(Actual) 121
2022/23	72	695	51	146
2023/24	69	764	57	170
2024/25	48	812	61	187
2025/26	72	884	67	212
2026/27	72	956	73	237
2027/28	72	1,028	79	262
2028/29	97	1,125	87	296
2029/30	96	1,221	95	330
2030/31	49	1,270	99	347

The total anticipated properties within the Western Gateway by August 2030 is expected to be:

	206	pre-2015 properties
	<u>1,064</u>	properties built 2015-2030
Giving	<u>1,270</u>	total

- 1.2.3 Choice and circumstances have led to a varied distribution of schools being attended by children within the Western Gateway, for some they have relocated from other parts of Dundee and neighbouring Local Authorities however the children have remained in their existing schools. Table 2 below show which school they attend.

Table 2 : Children living in Western Gateway and attending primary schools and nurseries (including private funded) in Dundee, Angus and Perth & Kinross

sector	LA	School/Nursery	Children/Pupils	
Nursery	DCC	Ardler Primary School	2	catchment
	DCC	Balgay Hill Nursery School	2	
	DCC	Busy Bees at Dundee West	2	
	DCC	Butterflies Nursery School Emmock Woods	1	
	DCC	Dundee Nature Kindergarten	4	
	DCC	Frances Wright Nursery School	1	
	DCC	High School of Dundee Nursery	1	
	DCC	Menzieshill Nursery School	1	
	DCC	Ninewells Nursery	4	
	DCC	Red Squirrel Nursery	15	
	PKC	Invergowrie Primary School	2	
	Angus	Auchterhouse Primary School	2	
	Angus	Birkhill Primary School	5	
	Angus	Liff Primary School	3	
Nursery Total			45	
Primary	DCC	Ancrum Road Primary School	2	
	DCC	Ardler Primary School	2	catchment
	DCC	Blackness Primary School	2	
	DCC	Craigowl Primary School	2	
	DCC	Downfield Primary School	1	
	DCC	Glebelands Primary School	1	
	DCC	Mill Of Mains Primary School	2	
	DCC	Our Lady's RC Primary School	2	
	DCC	Sidlaw View Primary School	3	
	DCC	St Andrew's RC Primary School	3	
	DCC	St Fergus' RC Primary School	5	catchment
	DCC	St Joseph's RC Primary School	10	
	DCC	St Mary's RC Primary School	1	
	DCC	St Ninian's Primary School	2	
	DCC	Tayview Primary School	8	
	PKC	Invergowrie Primary School	10	
	PKC	Kinross Primary School	1	
	PKC	Longforgan Primary School	1	
	Angus	Auchterhouse Primary School	3	
	Angus	Birkhill Primary School	15	
Angus	Liff Primary School	44		
Angus	Tealing Primary School	1		
Primary Total			121	
Grand Total			166	

1.3 EDUCATION - BACKGROUND

1.3.1 Ardler Primary School is a non-denominational primary school in the Strathmartine Ward of Dundee City Council with an operational capacity of 267. In September 2021, the census figure for the school roll was 121 and the school occupancy rate was 45% (Table 3).

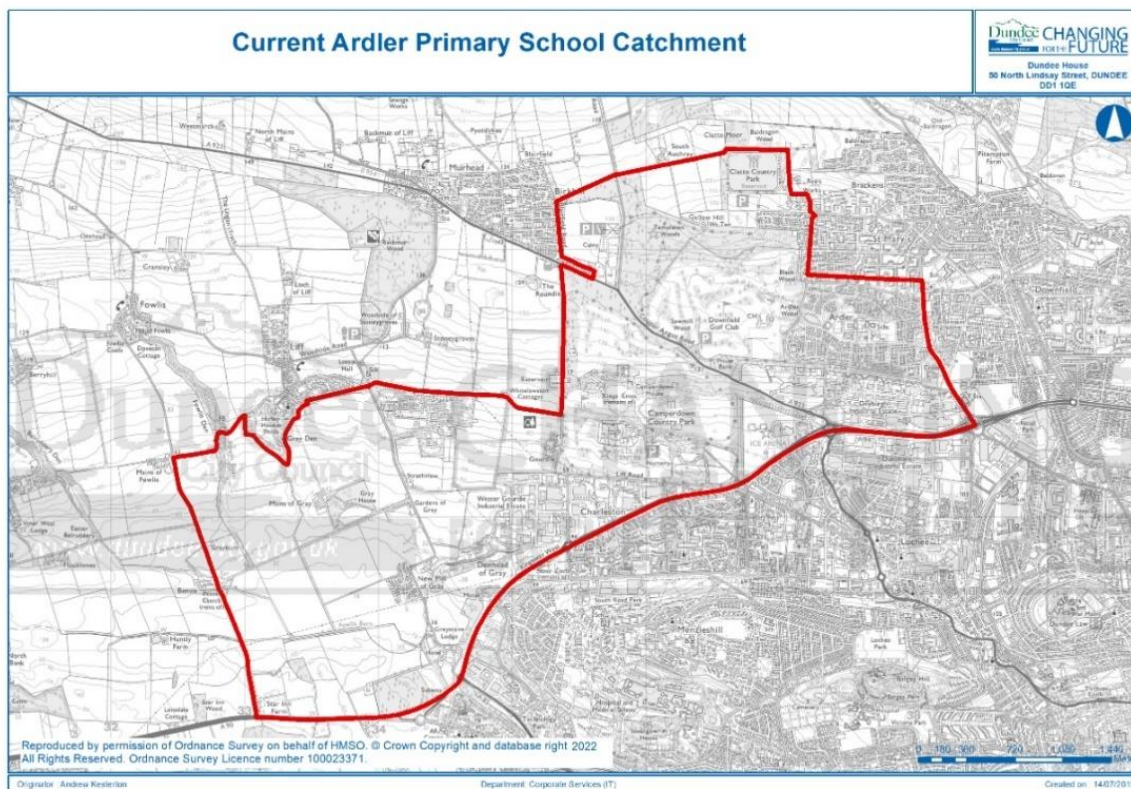
Table 3: Ardler Primary School, census roll and occupancy, 2021 to 2026

	Academic Year				
	2021/22	2022/23	2023/24	2024/25	2025/26
Roll	121	115	114	113	117
Occupancy	45%	43%	43%	42%	44%

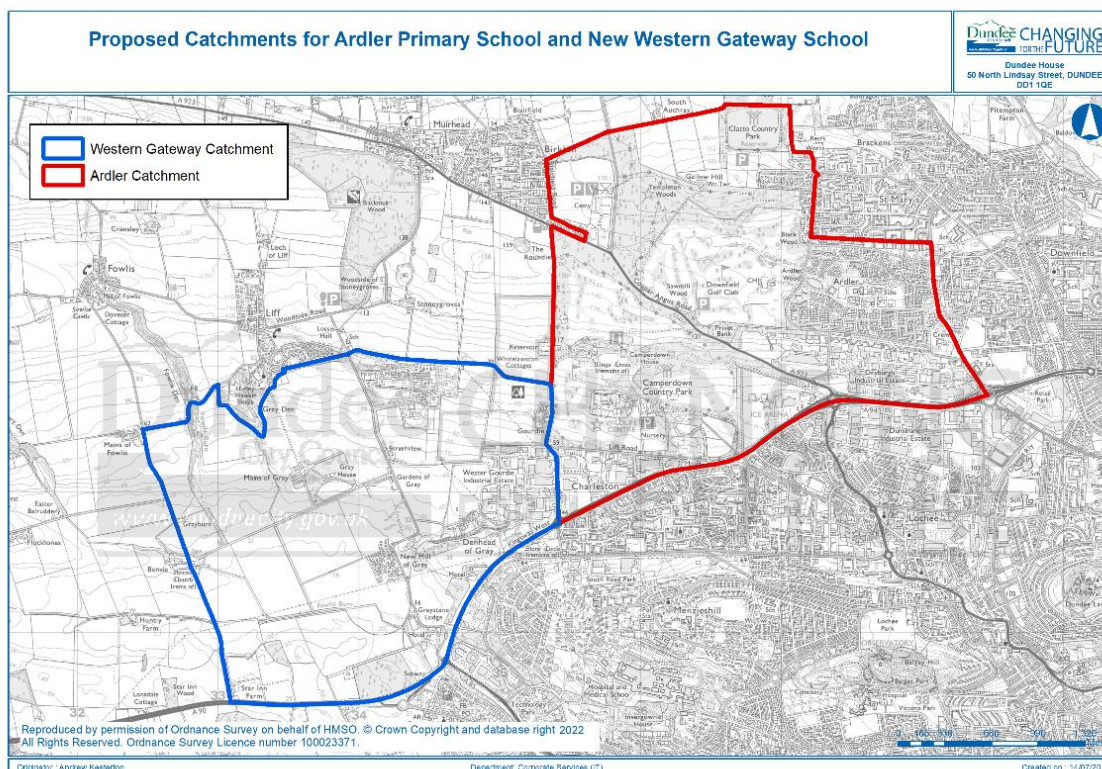
PRESENT CATCHMENT AREA ARRANGEMENTS

1.3.2 Each primary school has a defined catchment area associated to the school. Currently Families within the Western Gateway reside in the catchment area of Ardler Primary School.

The map below shows the existing catchment area.



1.3.3 The proposal to change the catchment areas for Ardler Primary would create a catchment area for the Western Gateway provision, currently many families residing within this area choose to make placing request for their children to schools in Liff and Birkhill within Angus Council due to their close proximity to where they stay, rather than undertaking a journey to their catchment primary schools, Ardler and St Fergus R.C. Primary School. The catchment area for St Fergus Primary school will remain unchanged within this proposal. The map below shows the Amended catchment area to provide catchment areas for Ardler Primary and the Western Gateway Primary School.



1.3.4 Proposed catchment for a new Primary School with Nursery Class serving the Western Gateway area.

From the roundabout at the junction of Kingsway West (A90) and Riverside Avenue (A85) the proposed school catchment boundary will follow Dundee City Council's boundary east, north and then west to the junction on Gourdie Brae at grid reference NO 353 327. Then south down Gourdie Brae, continuing east along Liff Road to the junction with Myrekirk Road. Then south along Myrekirk Road to the roundabout junction with Kingsway West (A90). Then southwest along Kingsway West (A90) to the roundabout at the junction of Kingsway West (A90) and Riverside Avenue (A85). Unless stated otherwise the boundary follows the centreline of any roads named.

1.3.5 Proposed catchment for Ardlar Primary School following opening of a new Primary School with Nursery Class serving the Western Gateway area.

From the roundabout at the junction of Kingsway West (A90) and Myrekirk Road the proposed school catchment will run north along Myrekirk Road to the junction with Liff Road. Then west along Liff Road, continuing north up Gourdie Brae until it meets Dundee City Council's boundary at grid reference NO 353 327. It will then follow Dundee City Council's boundary north and east to near the northwest corner of Clatto reservoir at grid reference NO 366 347. It will then follow the unnamed track west for 460m, then south along an unnamed track for 330m, east for 120m then south for 130m to join Clatto Gardens. Then southeast along Clatto Gardens to the junction with Dalmahoy Drive. Then south along Dalmahoy Drive until opposite 2 Grimond Lane. Then east along the property boundary dividing 99 St Ninian Terrace and 224 St Fillans Road to an unnamed path. East long the unnamed path to St Fillans Road. Then east along St Fillans Road to the junction with Macalpine Road. Then south along Macalpine Road to the roundabout junction with Kingsway West (A90). Then west along Kingsway West (A90) to the roundabout at the junction of Kingsway West (A90) and Myrekirk Road. Unless stated otherwise the boundary follows the centreline of any roads named.

1.3.6 It is proposed that the start date for the introduction of the new catchment areas will be from August 2026 and will relate to future entrants making placing request from January 2026 and to Primary 1 pupils starting school for session 2026/27 onwards.

1.3.7 Any pupil that resides within the new school catchment area will have the option to remain within their current primary school or move to the new school. Dundee City Council will continue to support any relevant transport entitlement which was in place prior to the catchment change up to the point of transition to secondary education.

1.4 NEW SCHOOL SITE CONSIDERATIONS

1.4.1 The size of site for any new school is prescribed in the School Premises (General Requirements and Standards) (Scotland) Regulations 1967 and the 1973 and 1979 amendments to those regulations.

1.4.2 A planning application for a later phase of housing development at Western Gateway shows a site for the proposed school. This phase will provide site servicing for the school and facilitate the transfer of the land.

1.4.3 The site is approximately 5 acres which is large enough to accommodate a new 2 - stream Primary School with Nursery Class containing in the region of 18 classrooms and playing fields.

Location of proposed school site.



1.5 IMPACT OF THE PROPOSAL ON ARDLER PRIMARY ROLL FROM SESSION 2026/27 ONWARDS

- 1.5.1 Currently a few children residing within the Western Gateway attend Ardler Primary School, this number may increase over the coming school sessions prior to the catchment change and delivery of the new school.
- 1.5.2 The Head Teacher continues to work with families to promote their catchment school and recent activity has been considered to encourage this further with the Western Gateway Community.
- 1.5.3 Whilst over time there may be a reduction in the roll of Ardler Primary School from session 26/27, the number of children attending from the Western Gateway is not anticipated to have a significant or detrimental impact upon the school or its staffing. Families will continue to have the opportunity from Sessions 26/27 to make a placing request to Ardler Primary School or any other non-catchment primary school should this be the school of their choice. Children already in attendance at Ardler Primary School and residing within the Western Gateway will also have the opportunity to remain for the remainder of their primary schooling.

1.6 EDUCATIONAL BENEFITS OF A NEW PRIMARY SCHOOL WITH NURSERY CLASS

- 1.6.1 Dundee's Council Plan (2017-22) outlines a strong commitment to establishing strong and safe communities and extending community access to a range of cultural, learning, leisure and sport services. The creation of a new primary within the West of Dundee will provide rich opportunities for children to engage in a range of cultural, learning, leisure and sporting activities within their immediate locality, adding to the strength and vibrancy of the community.
- 1.6.2 The new school will accommodate up to approximately 520 primary and nursery aged children.
- 1.6.3 The delivery model will reflect the Local Authority commitment to offer the 1140 hour flexible, high quality early learning and childcare provision.
- 1.6.4 The new nursery provision will be designed to meet the unique early learning and childcare entitlements of children aged 2-5. The design will include a range of flexible spaces for children.
- 1.6.5 It will provide an attractive, high quality and stimulating environment that offers a variety of contexts for learning both indoors and outdoors.
- 1.6.6 Carefully designed spaces for families and professionals to meet together will enhance early learning experiences for children and help children and families reach their full potential, welcoming and fully involving families in the life of the school.
- 1.6.7 Consistent with the new learning estate, the creation of a digital learning environment with improved technology will support learning and promote children's engagement in learning experiences, consequently the environment in its entirety will positively impact on the motivation, behaviour, health and wellbeing, aspirations and potential outcomes of the children.
- 1.6.8 Thoughtfully designed spaces will better support children with additional support needs, keeping them with their peer group and supporting these children and families within their catchment and community. Where relevant, the school will promote opportunities for effective integrated working with other services and partner agencies to provide support to children and families.

LIKELY EFFECTS AND BENEFITS ON OTHER USERS OF THE SCHOOLS' FACILITIES

- 1.6.9 The physical design of a new Primary School will be a deliberate and practical reflection of the philosophy to serve and engage with its wider community. Community access to new school facilities lies at the heart of the Children and Families Service vision and mission. Use of the school's facilities by community groups, such as The Western Gateway Community will be actively encouraged. In so doing, the school could make an additional contribution to the learning and health and wellbeing opportunities for Dundee citizens within the west of the city.

1.7 EDUCATIONAL BENEFITS OF CATCHMENT CHANGE

- 1.7.1 The benefits arising from these proposals are those associated with efficient management of the school estate.
- 1.7.2 We seek to ensure that Ardler Primary School and the New Western Gateway Primary School have a viable and sustainable pupil roll and that effective teacher staffing levels are allocated and maintained, led by a range of promoted teaching staff and where appropriate, children will be able to learn within a variety of peer group opportunities.
- 1.7.3 Promotion of active travel by reducing the pupil journey to school by providing education provision closer to home could positively impact on the environment and health and wellbeing of families due to the geographical location of the proposed provision.
- 1.7.4 The proposal provides those purchasing homes within the current and future developments in the area greater certainty and accessibility of early years and primary provision within the locality.
- 1.7.5 The existing and proposed catchment areas of the Dundee City Council schools in this proposal paper form part of the catchment area of Baldrigon Academy. The Headteachers of the current associated feeder primaries work closely together and meet on a regular basis to plan shared developments and to carry forward joint shared improvement priorities along with the Headteacher from Baldrigon Academy. This is good practice and would continue in the future

EDUCATIONAL BENEFITS FOR ARDLER PRIMARY SCHOOL

- 1.7.6 The proposal will mean that Ardler Primary School roll will over time potentially plateau once the new school is operational, this could allow for more flexibility within the schools use of accommodation.
- 1.7.7 Should accommodation within the school become available, this opportunity may allow the possibility of provision such as:
- A community room and an area suitable to accommodate an out of hours club;
 - Space to enable engagement in activities related to family support, and;
 - Accommodation to support effective integrated working with other services and partner agencies.
 - More learning spaces for children and young people could provide opportunities to widen or vary classroom experiences.

LIKELY EFFECTS ON CHILDREN IN OTHER DUNDEE CITY COUNCIL SCHOOLS

- 1.7.8 The opening of the Western Gateway Primary and the attendance of children living within the proposed catchment area will likely have minimal adverse effect on children attending other schools in the city. There may be a small decline in pupil population entering P1 across schools in the locality however not to the extent of a reduction in whole classes or streams.

As this provision will be non-denominational, it would be anticipated that families will continue to access St Fergus RC Primary School as their catchment school or other denominational primaries such as St Joseph's.

- 1.7.9 Families will continue to have the choice to send their children to the local primary school or any other schools within the locality. The number of children attending primary schools across the city is continually reviewed, thus allowing where appropriate, redirection of staffing resources across Dundee.

IMPACT OF THE PROPOSAL ON ANGUS PRIMARY SCHOOLS

- 1.7.10 Liff Primary School is located within the Angus Council administrative area. It is geographically the closest primary school to the Western Gateway development. Currently there are 47 children between early years and P7 in attendance at Liff Primary School who reside within the west of Dundee. In accordance with Angus Council policy, attendance at a school nursery does not grant priority for P1 enrolment at the same primary school. A placing request is required for all children wishing to attend in P1-7 from out of catchment. All requests are determined in accordance with Angus Council procedures. The provision of a school within the Western Gateway could potentially result in a decline in families making placing requests to Liff Primary School from Dundee.
- 1.7.11 To ensure the availability of reserved places for children moving into the Liff catchment, Angus Council has recently limited the number of placing requests it accepts to Liff Primary School. The addition of a primary school within the Western Gateway may ease the demand on Liff Primary School from Dundee residents and may over time mitigate the need for the current roll cap.
- 1.7.12 In the event that a new Primary School with Nursery Class is established by Dundee City Council in the Western Gateway, the choice to make a placing request to Liff Primary (or any other school) will remain as set out in the Education (Scotland) Act 1980. Families will be advised to apply based upon their circumstances and requests would be considered on the basis of Angus Council's priority categories for placing requests.
- 1.7.13 A smaller number of children from the Western Gateway attend other schools in the nearby Angus areas of Auchterhous and Birkhill. As above, the ability to make placing requests will remain for all schools and these will be determined in accordance with Angus Council procedures.

IMPACT OF THE PROPOSAL ON INVERGOWRIE PRIMARY SCHOOL

- 1.7.14 Currently there are 10 children between early years and P7 in attendance at Invergowrie Primary School who reside within the west of Dundee. The provision of a school within the Western Gateway will potentially result in a minimal decline in families making placing requests to Invergowrie Primary School from Dundee.
- 1.7.15 There remains sufficient capacity within Invergowrie Primary School to manage its existing roll and any potential decline. Since 2007, Perth and Kinross Council has regularly had to decline P1 placing requests from Dundee residents to appropriately manage its P1 intake and avoid the necessity of additional staffing implications. The slight reduction in demand for places by Dundee residents in the Western Gateway area may lessen or negate the need to decline some placing requests and through a slight reduction in class size, potentially provide opportunities to widen or vary classroom experiences.

HOW THE COUNCIL INTENDS TO MINIMISE OR AVOID POTENTIAL ADVERSE EFFECTS

TRANSITION ARRANGEMENTS

- 1.7.16 The Council is fully committed to working with parents and carers to support choices for their child's place of education during the transition period of populating the new school. The Council recognises that populating the new primary school may have implications for parents who have children already in attendance at another school and older siblings.
- 1.7.17 In terms of pupils' perceived ownership of the 'new' Western Gateway Primary School, those children who wish to transfer will move 'as one' to the new school building on its targeted opening in August 2026. A Newly appointed Senior leadership team and School staff will support the fusion and transition of existing and new Western Gateway catchment pupils to the new school through a range of means including:
- joint preparatory visits to the new building;
 - careful composition of classes;
 - assiduous approaches to development of a new curriculum, continuity of educational experiences and transition, and;
 - the deployment of carefully monitored whole-school pupil support arrangements.

A transition programme for pupils will be established with the aim of creating and developing a positive school ethos. The establishment of a new school offers a unique and rich context for learning. The programme may include a range of activities such as joint learning themes, excursions, social or sporting events.

In addition, a high level of engagement activities will be planned with parents, pupils and staff from the earliest stages of the development of the new school to enhance stakeholder engagement which are known to contribute to smooth transitions for young people as they move from one school to another. Teachers and Support staff will liaise to ensure that the learning, pastoral and social needs of children are fully supported during the transition process. In full consultation with all the associated schools, and supported by Children's Services, a transition programme will be produced specifying clear targets and agreed timescales.

- 1.7.18 The early establishment of a curriculum framework for the new school will inform an audit of staff requirements (teaching and support staff) for the effective delivery of the curriculum within the new school. It is anticipated that combination of new and existing teaching staff will be employed or redeployed to the new Primary School.
- 1.7.19 Further to additional teaching, there would be a requirement to create and fill all the non-teaching staff and local government employees associated with running a new primary and nursery provision.

TRANSFERRING PRIMARY PUPILS

- 1.7.20 Children from the affected primary schools who will transfer to the new school will benefit from the new purpose-built primary school. The pupils associated with this proposal will benefit from being in a school where capacity pressures are not impacting on the learning environment e.g. flexibility of learning spaces and flow of pupil traffic. This change provides an opportunity to develop greater links with children living within the new communities and to future moves to the same secondary school with pupils from the same community.

TRAVEL TO SCHOOL - SCHOOL TRANSPORT ARRANGEMENTS

- 1.7.21 Dundee City Council provides free school transport for the following categories of pupils who attend Dundee City Council primary schools:

- Primary school pupils who live more than two miles away from their catchment school.
 - Where no public transport exists, pupils who live under the official walking distances from their catchment school where the walking route has been considered unsafe for a pupil to walk accompanied by a responsible adult.
 - Pupils with Additional Support Needs who are considered to require transport to meet their specific individual needs.
- 1.7.22 In considering the new primary school and its location, the impact this will have on the travel distances from home to school for pupils will be an important factor.
- 1.7.23 School transport is provided for pupils with additional support needs and mainstream pupils who live a significant distance from their catchment school. The Council utilises a combination of parental contracts, taxis, minibuses and large buses to deliver these services. In 2016 Dundee City Council adopted a 'school bus route and season ticket package' approach to enable a flexible solution to school transport needs.
- 1.7.24 Currently children residing within the Western Gateway have no direct walking route and a journey in excess of 5 miles to attend Ardler Primary School. Almost all children within the Western Gateway will live closer to the proposed new school site than their current catchment school.
- 1.7.25 More recently, a bus link has been established within Dykes of Gray. Feasibility was commissioned on active travel in the Western Gateway in November 2021, the summary provided detail on the current opportunities to encouraging greater uptake of active travel in Western Gateway. Consideration will be taken of the walking/cycling routes and travel plans to promote environmentally friendly attitudes and approaches to the school journey should the proposal be accepted.
- 1.7.26 A School Travel Plan is a strategy developed by each school to encourage and promote more active journeys to school for both pupils and staff. The role of the School Travel Plan is to make alternatives to driving easier and safer, and to give parents/carers and staff plenty of information about the options. A School Travel Plan would be developed for the new school to help improve the school run, reduce congestion and increase road safety, make school pupils and staff healthier, make routes to school safer and look after our environment.
- 1.7.27 The School Travel Plan for the new primary school will be developed collaboratively, in consultation with pupils, parents/carers and staff.

LIKELY EFFECT OF DIFFERENT TRAVELLING ARRANGEMENTS

- 1.7.28 Due to the location of the proposed site of the new school there will be some changes to school transport provision for eligible pupils. There will be no change in eligibility for pupils entitled to home to school transport. However, it is recognised that there will be changes to methods of travel for some pupils who will, in the future, be within walking and cycling distance to the new school. It is also recognised that there may be changes to travel arrangements and methods of travel for staff. This will be identified during the development of a School Travel Plan for the new school.

LIKELY EFFECT ON THE LOCAL COMMUNITY

- 1.7.29 By locating the school at the heart of the new community it will provide a hub for learning, community activities and facilities that will contribute to improving people's health and wellbeing, adding to the strength and vibrancy of its community.
- 1.7.30 The proposed new school could provide excellent facilities for children, families and other users out with core school hours. The new school could provide facilities which may well meet the learning, leisure and social needs of the community.

1.8 FINANCIAL IMPLICATIONS

- 1.8.1 The proposed new Primary School with Nursery Class for the Western Gateway has a provision of £16m included in the Councils approved Capital plan 2022-2027.

It is the intention of Dundee City Council to submit a bid to Scottish Government to request up to 50% funding support towards the cost of the new primary school.

- 1.8.2 The council is securing developer contributions towards educational provision within the Western Gateway from the new housing developments in that area. There is a condition within the developer's legal agreements which requires each residence to contribute toward "the reasonable and properly incurred costs of constructing a primary school for the Western Gateway." Current developer contributions are set at £5352.70 per dwelling therefore financial contributions upon completion of circa 1064 residences will amount to circa £5.7m.

- 1.8.3 The new provision would lead to an increase in revenue costs for Children and Families Service for the following reasons.

- Additional teaching and support staff would be a requirement to fill all newly created positions associated with running a new primary and nursery provision.
- The creation of a new learning/community estate would result in additional revenue cost to run, maintain and repair the buildings.

- 1.8.4 The annual additional revenue costs will amount to approximately £2.1m from financial year 2026/27 based upon current prices.

Staff costs	£1.59m
Property	£0.35m
Supplies and Services	£0.08m
Third party payments	£0.04m
Total	£2.06m

1.9 FORMAL CONSULTATION PROCESS AND THE PUBLICATION OF THE FORMAL PROPOSAL PAPERS

- 1.9.1 If approved, the consultation on a proposal to establish a new school will begin on Monday 22 August 2022 and formal proposal papers will be:

- published in both electronic and printed form,
- available for inspection at all reasonable times and without charge
- at its head office and on its website,
- at any affected school or at a public library or some other suitable place within the vicinity of the school.

- 1.9.2 The consultation process will end on Friday 30 September 2022.

- 1.9.3 Formal consultation will include:

- preparation and publication of a proposal paper on the Council's website,
- giving notice of the proposal to parents/carers, young people and other statutory consultees,
- an announcement of the proposal in the local press, inviting any person to make written representation to the Executive Director of Children and Families Services,
- public consultation in the local areas,
- consultation with Parent Councils,
- consultation with staff,

- consultation with young people at any affected school,
- consultation with parents of the pupils at any affected school,
- consultation with the parents of any children expected by the education authority to attend any affected school within two years of the date of publication of the proposal paper,
- consultation with representatives of the teacher and support staff trade unions,
- meetings with other interested bodies such as the Local Community Planning Partnership,
- consultation with any other education authority that the education authority considers relevant.

- 1.9.4 At the end of the consultation period, the Executive Director of Children and Families Service will draft a report incorporating copies of written representations and a summary of oral representations from key stakeholders. The report and related documents will then go to Education Scotland for consideration and comment. A maximum of three weeks will be set aside for this part of the process.
- 1.9.5 Education Scotland will 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 the 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.
- 1.9.6 On receipt of the Education Scotland feedback report, the Executive Director of Children and Families Service, on behalf of the local authority, will prepare and publish a consultation report containing the views of Education Scotland and including an explanation of how the Council proposes to deal with any issues raised. After a period of no less than three weeks, the Children and Families Services Committee will consider the consultation report and decide whether or not to approve the proposal.
- 1.9.7 It is anticipated that the Children and Families Services Committee will decide to approve or reject the final proposal at its meeting in January 2023.

PUBLIC MEETINGS

- 1.9.8 A number of public meetings will be held to discuss these proposals. Anyone wishing to attend one of the public meetings is invited to do so. The meetings, which will be convened by the Education Authority, will be addressed by the Executive Director of Children and Families Services or other senior officers of the Council.

The meetings 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 process.

- 1.9.9 Formal Public Consultation Meetings are arranged as follows:

Date	Venue	Public Viewing of Proposals	Public Meeting
13 September 2022	Ardler Primary School	6.00pm	7.00pm
20 September 2022	Western Gateway Community meeting The Landmark Hotel	6.00pm	7.00pm