



Education Executive

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

6 November 2019

A meeting of the **Education Executive** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Tuesday 12 November 2019** at **10:00am**.

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minute of Meeting of Education Executive held on Tuesday 10 September 2019 (herewith)
5. Progress in Educational Attainment - Report and Presentation by Head of Education (Curriculum, Quality Improvement and Performance) (herewith)

Public Items for Decision

6. Establishment of New Denominational Secondary School at Winchburgh and Associated Proposals - Report by Head of Education (Learning, Policy and Resources) (herewith).
7. Introduction of S2 Secondary Stage Education within Ogilvie School Campus - Report by Head of Education (Learning, Policy and Resources)

DATA LABEL: Public

(herewith).

Public Items for Information

8. Instrumental Music Service Update - Report by Head of Education
(Learning, Policy and Resources) (herewith)

NOTE **For further information please contact Eileen Rollo on 01506 281621
or email eileen.rollo@westlothian.gov.uk**

CODE OF CONDUCT AND DECLARATIONS OF INTEREST

This form is to help members. It is not a substitute for declaring interests at the meeting.

Members should look at every item and consider if they have an interest. If members have an interest they must consider if they have to declare it. If members declare an interest they must consider if they have to withdraw.

NAME	MEETING	DATE

AGENDA ITEM NO.	FINANCIAL (F) OR NON- FINANCIAL INTEREST (NF)	DETAIL ON THE REASON FOR YOUR DECLARATION (e.g. I am Chairperson of the Association)	REMAIN OR WITHDRAW

The objective test is whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor.

Other key terminology appears on the reverse.

If you require assistance, please ask as early as possible. Contact Julie Whitelaw, Monitoring Officer, 01506 281626, julie.whitelaw@westlothian.gov.uk, James Millar, Governance Manager, 01506 281695, james.millar@westlothian.gov.uk, Carol Johnston, Chief Solicitor, 01506 281626, carol.johnston@westlothian.gov.uk, Committee Services Team, 01506 281604, 01506 281621, committee.services@westlothian.gov.uk

SUMMARY OF KEY TERMINOLOGY FROM REVISED CODE

The objective test

“...whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor”

The General Exclusions

- As a council tax payer or rate payer or in relation to the council's public services which are offered to the public generally, as a recipient or non-recipient of those services
- In relation to setting the council tax.
- In relation to matters affecting councillors' remuneration, allowances, expenses, support services and pension.
- As a council house tenant, unless the matter is solely or mainly about your own tenancy, or you are in arrears of rent.

Particular Dispensations

- As a member of an outside body, either appointed by the council or later approved by the council
- Specific dispensation granted by Standards Commission
- Applies to positions on certain other public bodies (IJB, SEStran, City Region Deal)
- Allows participation, usually requires declaration but not always
- Does not apply to quasi-judicial or regulatory business

The Specific Exclusions

- As a member of an outside body, either appointed by the council or later approved by the council
- The position must be registered by you
- Not all outside bodies are covered and you should take advice if you are in any doubt.
- Allows participation, always requires declaration
- Does not apply to quasi-judicial or regulatory business

Categories of “other persons” for financial and non-financial interests of other people

- Spouse, a civil partner or a cohabitee
- Close relative, close friend or close associate
- Employer or a partner in a firm
- A body (or subsidiary or parent of a body) in which you are a remunerated member or director
- Someone from whom you have received a registrable gift or registrable hospitality
- Someone from whom you have received registrable election expenses

MINUTE of MEETING of the EDUCATION EXECUTIVE held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 10 SEPTEMBER 2019.

Present – Councillors David Dodds (Chair), Lawrence Fitzpatrick, Stuart Borrowman, Pauline Clark, Peter Heggie, Charles Kennedy, Dave King, Sarah King, John McGinty, Andrew McGuire, Andrew Miller, Cathy Muldoon, Moira Shemilt and Kirsteen Sullivan

Apologies – Councillors Harry Cartmill, Tom Conn, Chris Horne and George Paul; Appointed Member Heather Hughes

Absent – Appointed Members Elsie Aitken and Eric Lumsden

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The Education Executive approved the minute of its meeting held on 11 June 2019. The minute was thereafter signed by the Chair.

3. WEST LOTHIAN NATIONAL IMPROVEMENT FRAMEWORK
PROGRESS REPORT AND IMPROVEMENT PLAN

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Curriculum, Quality Improvement and Performance) informing members of the West Lothian National Improvement Framework Progress Report for Session 2018/19 and Improvement Plan for Session 2019/20.

The Progress Report, attached to the covering as Appendix 1, addressed each of the four key priorities of the National Improvement Framework: raising attainment, closing the attainment gap, improving health and well-being, and improving employability.

The report satisfied the requirement within the Standards in Scotland's Schools etc. Act 2000 to produce an annual statement of improvement progress and objectives, and it closely correlated with the Raising Attainment Strategy.

The West Lothian Council NIF Improvement Plan, attached to the covering report as Appendix 2 set out the West Lothian Council context and the transformational change achieved through the collaborative Moving Forward in Learning approach, as well as the national context including the stretch aims agreed in partnership with Education Scotland in relation to literacy, numeracy and positive destinations. The Improvement Plan addressed each of the four key priorities of the

National Improvement Framework in terms of the key drivers of improvement identified within the NIF.

It was recommended that the Education Executive approve the contents of the West Lothian National Improvement Framework Progress Report and Plan as West Lothian Council's strategic approach to driving forward improvement in the key priorities: raising attainment, closing the attainment gap, improving health and well-being, and improving employability.

Decision

To approve the terms of the report.

4. OCTOBER CONFERENCE FOR LOCAL AUTHORITY CHURCH REPRESENTATIVES

The Education Executive considered a report (copies of which had been circulated) by the Depute Chief Executive (Education, Planning, Economic Development and Regeneration) seeking approval for the attendance of the three Religious Representatives at the 2019 October Conference for Local Authority Representatives in Edinburgh on Friday 4 October 2019.

The conference would be based around the theme of health and wellbeing. The report noted that previous attendees had found the conferences organised by the Church of Scotland to be valuable opportunities to discuss their role and contribution with representatives from other parts of Scotland.

It was recommended that the Education Executive approve the attendance of the three Religious Representatives at the 2019 October Conference for Local Authority Representatives in Glasgow on Friday 4 October 2019.

Decision

To approve the terms of the report.

5. ESTABLISHMENT OF NEW DENOMINATIONAL SECONDARY SCHOOL AT WINCHBURGH AND ASSOCIATED PROPOSALS

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal public consultation with initial pre-consultation exercise on the proposals to establish a new denominational secondary school at Winchburgh.

The report set out the rationale for the proposal, stating that the establishment of a new school and associated alterations to existing school catchment areas would alleviate pressure on current and future capacity and enable the creation of flexible learning spaces in schools.

The report set out current and proposed admission arrangements based on school roll forecasts, and noted that a formal consultation was required for any proposal to create a new educational establishment and the subsequent proposals to determine the catchment area for the proposed new school, alter admission arrangements as a result of variation to the catchment area of a school and review transition arrangements from primary to secondary school. A draft timeline and a draft consultation document were attached to the report as Appendices 1 and 2 respectively.

The proposed new school catchment area would include existing and new properties in Winchburgh and developed areas in the existing catchment areas of St Margaret's Academy and St Kentigern's Academy. A preferred site had been identified which would provide scope for a vibrant learning hub for the Winchburgh community. Maps showing the relevant areas were attached to the report as Appendices 3 to 6.

It was also noted that the changes outlined in the draft consultation paper would make best use of existing and future school capacities, provide an educational infrastructure to support future housing developments and enable West Lothian Council to meet statutory responsibilities for denominational secondary education.

In response to questions, officers undertook to conduct a strategic review of the St Margaret's Academy, St Kentigern's Academy and Winchburgh secondary school catchment areas.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of public consultation on the proposals identified in Section A of the report.

Decision

To approve the terms of the report.

6. DECHMONT INFANT SCHOOL - PROPOSED RELOCATION, INTRODUCTION OF YEAR STAGES P4-P7 AND REVIEW OF PRIMARY TO SECONDARY SCHOOL ALIGNMENT

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal public consultation with initial pre-consultation on the proposals to relocate Dechmont Infant School, introduce year stages P4–P7 and review non-denominational primary to secondary school alignment.

Dechmont Infant School currently delivered P1–P3 education followed by progression to Kirkhill Primary School for P4–P7 education. As part of the proposed development of the former Bangour Hospital site, it was

proposed to construct a new non-denominational P1–P7 primary school incorporating Dechmont Infant School to cover both the existing village of Dechmont and the new development site at Bangour.

The report indicated proposed location sites, shown in Appendix 2, as well as proposed options for non-denominational secondary school alignment. Both would be consulted on; the draft consultation document was attached to the report as Appendix 1.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of public consultation on the proposals to relocate Dechmont Infant school, introduce year stages P4–P7 and review primary to secondary school alignment.

Decision

To approve the terms of the report.

7. ESTABLISHMENT OF NEW NON-DENOMINATIONAL SECONDARY SCHOOL AT WINCHBURGH AND ASSOCIATED PROPOSALS

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking Education Executive approval to commence formal Statutory Consultation on the proposals to Establish a new non-denominational secondary school at Winchburgh and associated proposals.

The creation of a new education establishment, development of an associated catchment area and alteration of existing school catchment areas would alleviate current and future capacity pressures and enable opportunity to create flexible learning spaces in schools improving the range of learning environments across the existing non-denominational secondary school estate in West Lothian.

Following approval by the Education Executive in April 2019, a pre-consultation exercise was conducted in May 2019. The initial proposal for creation of a new non-denominational secondary school at Winchburgh was well received by the community. A draft timeline was attached to the report as Appendix 1, while a note of the pre-consultation was attached as Appendix 2.

It was proposed the new non-denominational secondary school be populated on a phased basis commencing with S1 intake in August 2022. The report noted that implications for sibling links would be taken into consideration; it also set out the educational benefits of phased population. Further logistical information relating to the proposed phased population of the new school was detailed in Appendix 3.

The proposed catchment area for the new non-denominational secondary school in Winchburgh would include new and existing properties in

Winchburgh and developed areas located in the existing catchments at Linlithgow Academy and Broxburn Academy. Current and proposed location maps were shown in Appendices 4 to 9.

It was noted that running in parallel to the Winchburgh non-denominational secondary school pre-consultation exercise was a separate public pre-consultation engagement on the proposal to establish a new non-denominational primary school at Calderwood with primary to secondary association to the catchment of the proposed new secondary school at Winchburgh. This pre-consultation engagement indicated that Calderwood Primary School should remain in the West Calder High School catchment area.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of Statutory Public Consultation on the proposals identified in Section A of the report.

Decision

To approve the terms of the report.

8. RELOCATION OF HOLY FAMILY PRIMARY SCHOOL, WINCHBURGH

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal Statutory Public Consultation on the proposal to relocate Holy Family Primary School.

Holy Family Primary School was currently in shared premises with Winchburgh Primary School at Glendevon Park, Winchburgh. As part of the continuing expansion of the Winchburgh Core Development Area, it was proposed to relocate Holy Family Primary School to a newly built, developer-funded school on the B9080 to the west of Winchburgh village centre.

At the pre-consultation engagement, approved by Council Executive in April 2019 and conducted in May 2019, the proposal to relocate Holy Family Primary School was well received by the community. Note of the pre-consultation exercise was attached to the report as Appendix 1. The changes outlined in the draft Consultation Document, attached as Appendix 2, highlighted best use of existing and future school capacities and addressed predicted demand from forthcoming housing developments. A draft timeline was attached as Appendix 3, while a proposed location map was shown in Appendix 4.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of Statutory Public Consultation on the

proposal to relocate Holy Family Primary School to a proposed identified site in Winchburgh.

Decision

To approve the terms of the report.

9. ESTABLISHMENT OF NEW NON-DENOMINATIONAL PRIMARY SCHOOL AT CALDERWOOD, EAST CALDER AND ASSOCIATED PROPOSALS

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal Statutory Consultation on the proposal to create a new non-denominational primary school at Calderwood, East Calder and associated proposals.

A site for a new non-denominational primary school at Calderwood, East Calder was identified in the 2009 West Lothian Local Development Plan. The identified site allowed for children from the entire Calderwood housing development to be educated at a new primary school within the development area. The developer would transfer the land to the council at no cost and would pay in full for the construction and delivery of the new primary school.

Pre-consultation engagement was approved by Council Executive in April 2019 and conducted in May 2019. Feedback attained during the pre-consultation process indicated that whilst the Calderwood community were in full support of the main proposal to establish a new non-denominational primary school, the associated proposal of primary to secondary school alignment to the proposed new non-denominational secondary school at Winchburgh was not favoured.

Council officers had reviewed this element of the initial proposal and moving forward to Statutory Consultation they would propose primary to secondary school alignment with West Calder High School. Notes of the pre-consultation sessions were attached to the report as Appendices 1 and 2. A draft timeline was shown in Appendix 3, while the draft consultation document was attached as Appendix 4. Current and proposed catchment area maps were shown in Appendices 5 to 7.

It was recommended that Education Executive:

1. Note the terms of the initial draft Consultation Document; and
2. Approve commencement of Statutory Consultation on the proposals highlighted in Section A of this report.

Decision

To approve the terms of the report.

10. REVIEW ADMISSION ARRANGEMENTS ARISING FROM PROPOSED VARIATIONS TO SCHOOL CATCHMENT AREAS AT SEAFIELD PRIMARY SCHOOL, PARKHEAD PRIMARY SCHOOL, LIVINGSTON VILLAGE PRIMARY SCHOOL, BANKTON PRIMARY SCHOOL AND DEDRIDGE PRIMARY SCHOOL

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal public consultation on the proposal to review admission arrangements arising from proposed variations to the school catchment areas at Seafield Primary School, Parkhead Primary School, Livingston Village Primary School, Bankton Primary School and Dedridge Primary School.

As part of the Gavieside housing development, a new non-denominational primary school was planned. In the interim, the proposal would ensure that the entire development was located within the same non-denominational primary school catchment area.

Details were provided of the proposed changes to each of the schools' catchment areas. Maps showing the current catchment areas and the proposed catchment areas were attached to the report at Appendices 2 and 3 respectively. The draft consultation document was attached to the report as Appendix 1.

It was also proposed to associate each of the identified area changes to a designated secondary school to ensure all secondary school catchments aligned with primary school catchments.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of public consultation on the proposals identified in Section A of this report.

Decision

To approve the terms of the report.

11. REVIEW ADMISSION ARRANGEMENTS ARISING FROM PROPOSED VARIATIONS TO SCHOOL CATCHMENT AREAS AT ST MARY'S PRIMARY SCHOOL POLBETH, OUR LADY OF LOURDES PRIMARY SCHOOL AND ST NINIAN'S PRIMARY SCHOOL

The committee considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal public consultation on the proposal to review admission arrangements arising from proposed variations to the school catchment areas at St Mary's Primary School Polbeth, Our Lady of Lourdes Primary School and St Ninian's Primary School.

The report indicated that Gavieside development was a major development with over 2,000 new dwellings planned in the West Lothian Local Development Plan. At present, almost the entire site was split between Our Lady of Lourdes Primary School and St Mary's Primary School Polbeth catchment areas for denominational primary school education. The proposed review of school catchment areas was to ensure that the entire Gavieside development site was located in the same denominational primary school catchment area.

Details were provided of the proposed changes to each of the schools' catchment areas. Maps showing the current catchment area and the proposed catchment areas were attached to the report as Appendices 2 to 5. The draft consultation document was also attached as Appendix 1.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of public consultation on the proposals identified in Section A of this report.

Decision

To approve the terms of the report.

12. REVIEW ADMISSION ARRANGEMENTS ARISING FROM PROPOSED VARIATIONS TO SCHOOL CATCHMENT AREAS AT DEANS COMMUNITY HIGH SCHOOL, WEST CALDER HIGH SCHOOL, INVERALMOND COMMUNITY HIGH SCHOOL AND THE JAMES YOUNG HIGH SCHOOL

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) seeking approval to commence formal public consultation on the proposal to review admission arrangements arising from proposed variations to the school catchment areas at Deans Community High School, West Calder High School, Inveralmond Community High School and The James Young High School.

The houses planned as part of the Gavieside housing development were split between the Deans Community High School and West Calder High School catchment areas for non-denominational secondary school education. It was therefore proposed to review the catchment areas to ensure that the entire development was located within the same non-denominational secondary school catchment area.

Details were provided of the proposed changes to each of the schools' catchment areas. Maps showing the current and proposed catchment areas were attached to the report as Appendices 2 to 4. The draft consultation document was also attached as Appendix 1.

The report also noted that there would be no impact on pupils currently

attending the schools and that a sibling link would be maintained after the changes to allow siblings to continue to attend the same school. It was also proposed to associate each of the catchment areas to a non-denominational primary school to ensure all secondary school catchment areas aligned with those of the primary schools. A separate consultation would be commenced to review this.

It was recommended that Education Executive:

1. Note the terms of the draft Consultation Document; and
2. Approve commencement of public consultation on the proposals identified in Section A of this report.

Decision

To approve the terms of the report.



EDUCATION EXECUTIVE

PROGRESS IN EDUCATIONAL ATTAINMENT

REPORT BY HEAD OF EDUCATION (CURRICULUM, QUALITY IMPROVEMENT AND PERFORMANCE)

A. PURPOSE OF REPORT

To provide members with an update on progress in Educational Attainment.

B. RECOMMENDATION

It is recommended that the Education Executive:

1. Notes the key features of attainment set out in the report and presentation, which demonstrate the impact of the Raising Attainment Strategy in making progress towards achieving the outcomes and targets that it contains.
2. Notes that a further report will be delivered in March 2020 after the February Insight and West Lothian update. This will highlight West Lothian Leavers data (Young people who have left in S4, S5 and S6 in 2019). This will show 1+, 3+ and 5+ Level 6 SCQF Awards at point of exit as the key measure of attainment.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Education (Scotland) Act 1980 Children and Young People (Scotland) Act 2014 Education (Additional Support for Learning) (Scotland) Act 2014
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	Raising Attainment is one of the key strategic outcomes of the Council. The Raising Attainment Strategy is designed to raise educational attainment and to close the gap in educational outcomes, both of which outcomes are reflected in performance indicators.

V	Relevance to Single Outcome Agreement	Education attainment is reflected in Performance Indicators within the Single Outcome Agreement.
VI	Resources - (Financial, Staffing and Property)	Within agreed Education Revenue Budget.
VII	Consideration at PDSP	Attainment is considered regularly by the PDSP and Executive as part of the Council's Performance Monitoring framework.
VIII	Other consultations	There has been consultation with Head Teachers, the professional associations, teachers, parents and partners throughout the implementation of the Raising Attainment Strategy.

D. TERMS OF REPORT

D.1 Background

West Lothian Council is committed to delivering the best possible outcomes for children and young people, in line with the Local Outcomes Improvement Plan outcome that our children will make the best possible start in life. Work to raise attainment is undertaken by schools, supported by centrally based officers, in terms of the Council's Raising Attainment Strategy. The Raising Attainment Strategy 2018-23 sets out how the Council will raise the quality and value of service provision and how this will support the corporate priorities of raising attainment and narrowing the attainment gap.

The following key features of attainment demonstrate the impact of the Raising Attainment Strategy in making progress towards achieving the outcomes and targets that it contains.

- Pupils are sitting and passing more National 5 examinations at the S4 stage than they were in 2015.
- On average, pupils are sitting and passing more Highers examinations at the S5 stage than they were in 2015.
- At S4 stage, West Lothian pupils are outperforming the virtual comparator in numeracy at Level 4 and Level 5 and outperforming the virtual comparator in literacy Level 4.
- At the S4 stage, West Lothian pupils are achieving above the level of the virtual comparator and the national average at key measures of Breadth and Depth attainment at SCQF Level 5.
- At the S5 stage, West Lothian pupils are achieving above the level of the virtual comparator and the national average at key measures of Breadth and Depth attainment at SCQF Level 6.

- At S6 stage West Lothian pupils are leaving with more qualifications than the virtual comparators and national average at key measures of Breadth and Depth attainment at SCQF Level 6.
- The attainment gap in total cumulative tariff points between Q1 and Q5 is smaller than the virtual comparator and national average in S5. Quintile 1 pupils in West Lothian are performing significantly better when compared with the virtual comparator and National figures.
- By the end of S6, the gap between male and female performance in West Lothian is lower than the virtual comparator and national gap with regard 1+, 3+ and 5+ Level 6 SCQF.

Additional information on progress in the implementation of the Raising Attainment Strategy was presented at a previous meeting of the Education Policy Development and Scrutiny Panel.

D.2 School by School Performance

An analysis of the performance of individual secondary schools in the five year period 2015 to 2019 shows a general upward trend of the pupils achieving 1+, 3+ and 5+ passes at SCQF Level 6 in S5.

Within this general trend, variations in performance from year to year, and from school to school occur. Performance is discussed with and monitored at twice yearly performance meetings held between the Head of Service (Curriculum, Quality Improvement and Performance) and each school leadership team. The detail of performance across a wide range of measures is monitored, and steps to raise attainment and address any drops in performance are discussed and monitored.

Details of the performance of each secondary school are included in the presentation associated with this report, along with how each individual school compares to its Virtual Comparator.

D.3 Performance Reporting

The Education Executive, at its meeting of 30 August 2016, noted that national reporting in 2016 would be undertaken in terms of Scottish Curriculum and Qualifications Framework (SCQF) awards. This means that National reporting now includes SQA band D results.

The Education Executive noted that moving to the SCQF framework was appropriate as it includes and recognises an extended and enhanced range of achievement in the senior phase which is in line with the principles of Developing the Young Workforce.

National reporting is now undertaken at point of exit, rather than in relation to the performance of a specific year group. The end point of a young person's schooling is considered the most relevant for comparison by Insight, the national performance tool, as it allows comparison of all attainment and achievement throughout the young person's schooling, and the totality of the attainment and achievement which will contribute to the destination that the young person progresses to.

The Local Government Benchmarking Framework currently uses SCQF Awards at Level 5 and Level 6 in S6 as its benchmark measurement of local authority education performance.

We have adopted 3+ and 5+ Level 6 SCQF Awards at point of exit as the key measure of attainment reported to members, parents and the public. This will be published in March when released from Insight – the national benchmarking tool. In anticipation of future changes we will include data on 1+ Level 5 and 1+ Level 6 for leavers.

This change allows easier comparison with national performance for members, parents and the public. It will present the fullest and most accurate measure of the cumulative attainment and achievement of young people throughout the totality of their school education.

Performance management undertaken at schools and authority level will continue to rely on a wide range of measures in order to allow performance to be measured at key stages, and the performance of particular subjects, curricular areas, and groups of pupils to be measured.

E. CONCLUSION

The Education Executive is invited to consider the authority wide and individual school performance outlined in this report and the accompanying presentation.

F. BACKGROUND REFERENCES

Report to Education Executive 30 August 2016.

Appendices/Attachments:

- Presentation on Educational Attainment

Contact Person: Catrina Hatch, Senior Development Officer
Email: catrina.hatch@westlothian.gov.uk / Telephone: 01506 283924

Donna McMaster
Head of Education (Curriculum, Quality Improvement and Performance)

Date of Meeting: 12 November 2019

Progress in Educational Attainment

West Lothian Schools

Presentation to Education Executive Nov. 2019

Our vision for education in West Lothian:

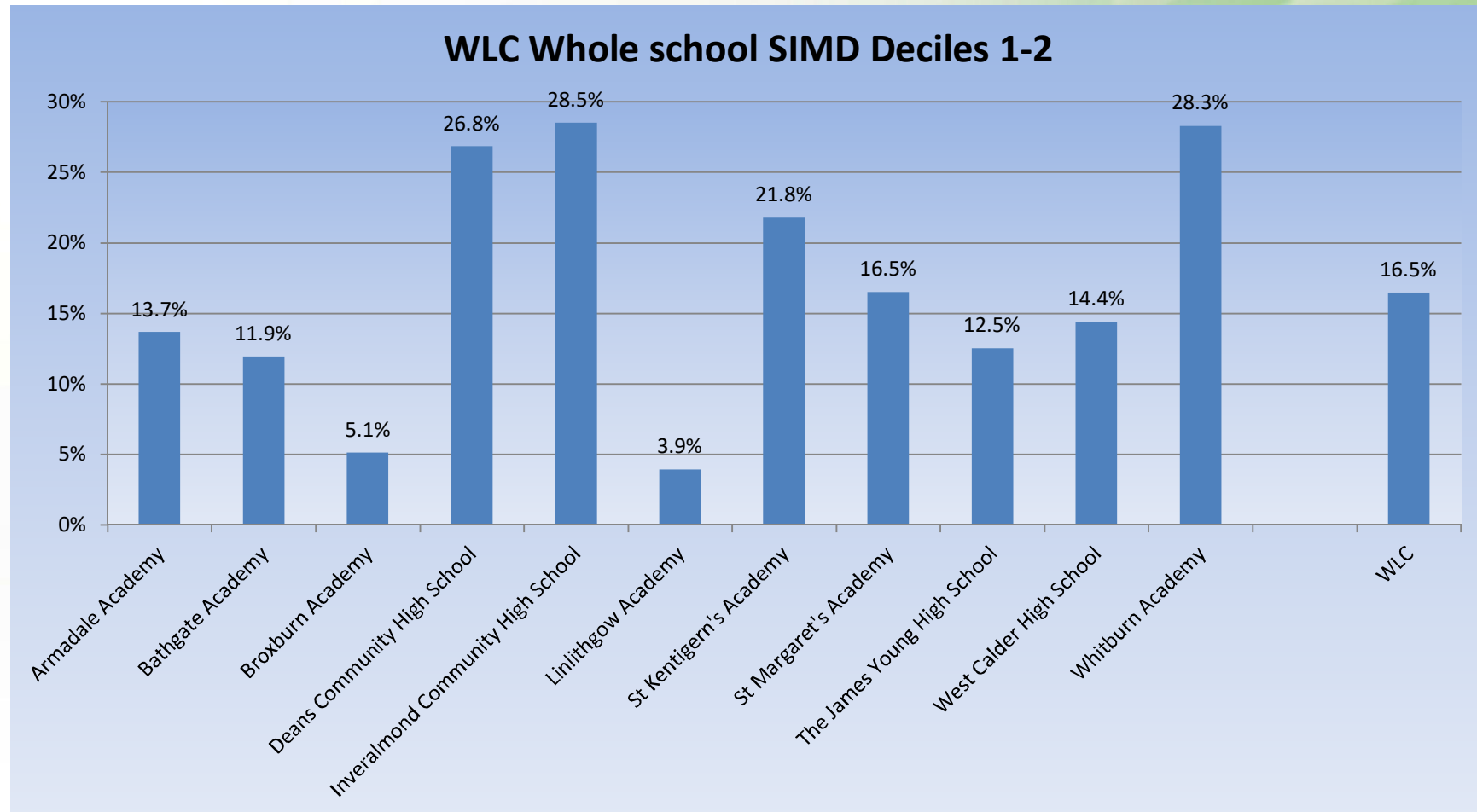
Excellence through raising attainment:

ensuring that every child achieves the highest standards in literacy and numeracy, set out within Curriculum for Excellence levels, and the right range of skills, qualifications and achievements to allow them to succeed; and

Achieving equity: ensuring every child has the same opportunity to succeed, with a particular focus on closing the poverty-related attainment gap.

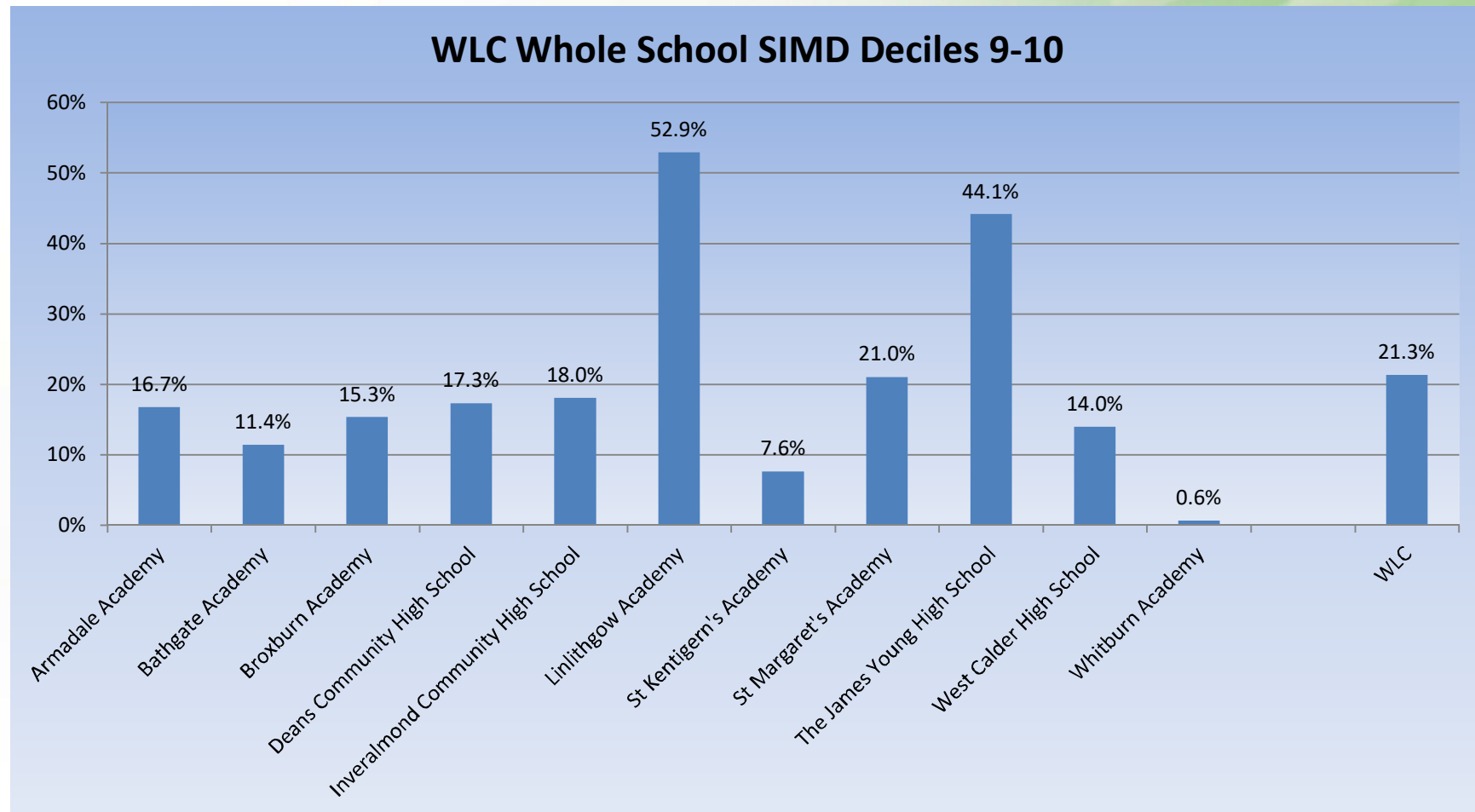
WLC Secondary Schools 2018/19 SIMD Profile

Deciles 1&2 are known as Quintile 1 and show the proportion of the most deprived pupils across the authority



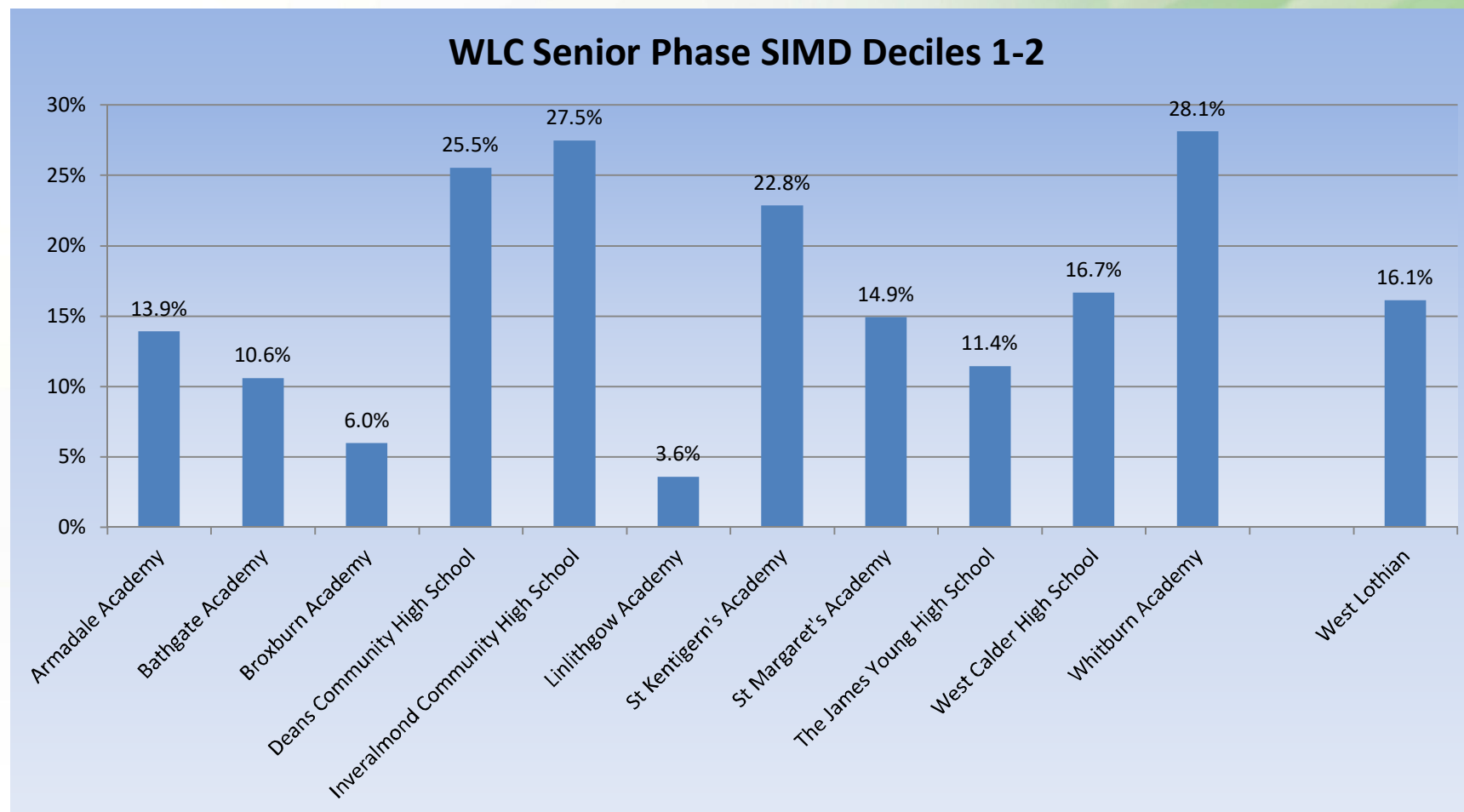
WLC Secondary Schools 2018/19 SIMD Profile

Deciles 9&10 are known as Quintile 5 and show the proportion of the least deprived pupils across the authority



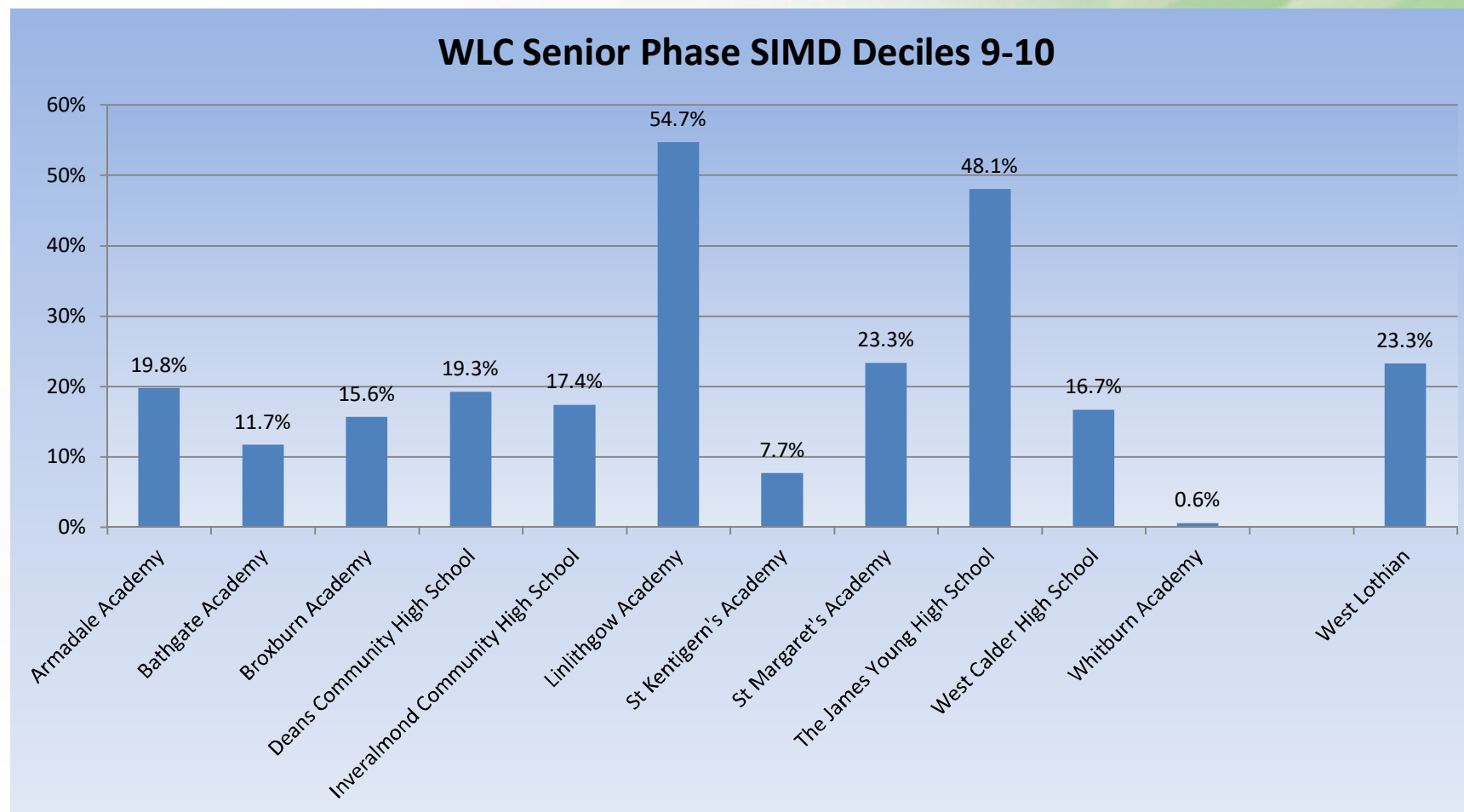
WLC Secondary Schools 2018/19 SIMD Profile

Senior Phase (S4-6) pupils – Q1 distribution



WLC Secondary Schools 2018/19 SIMD Profile

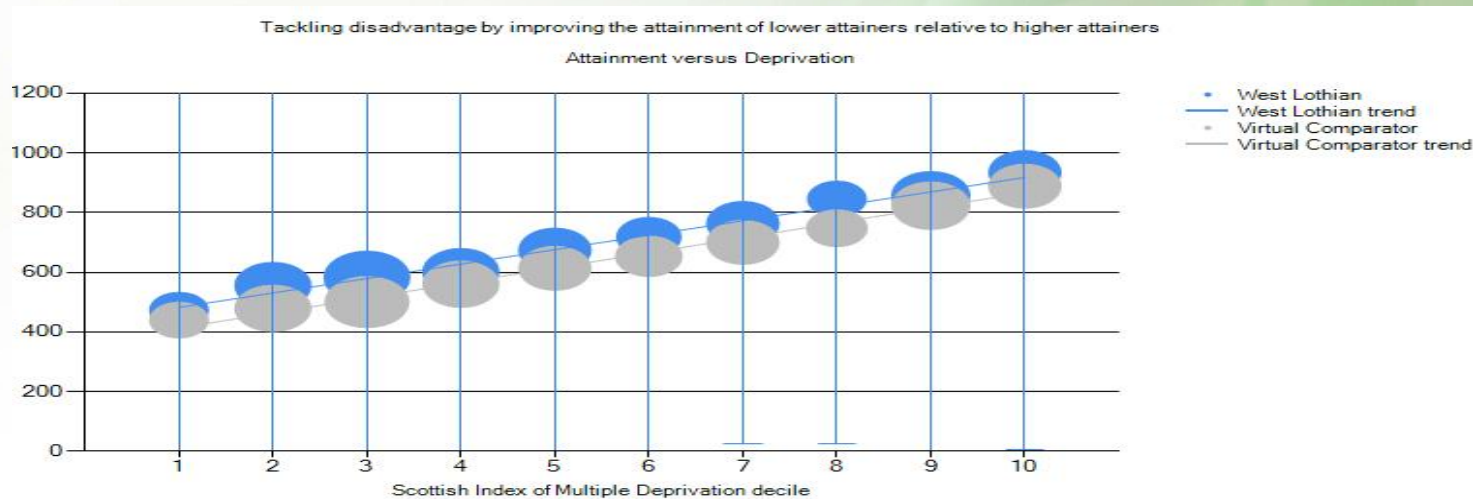
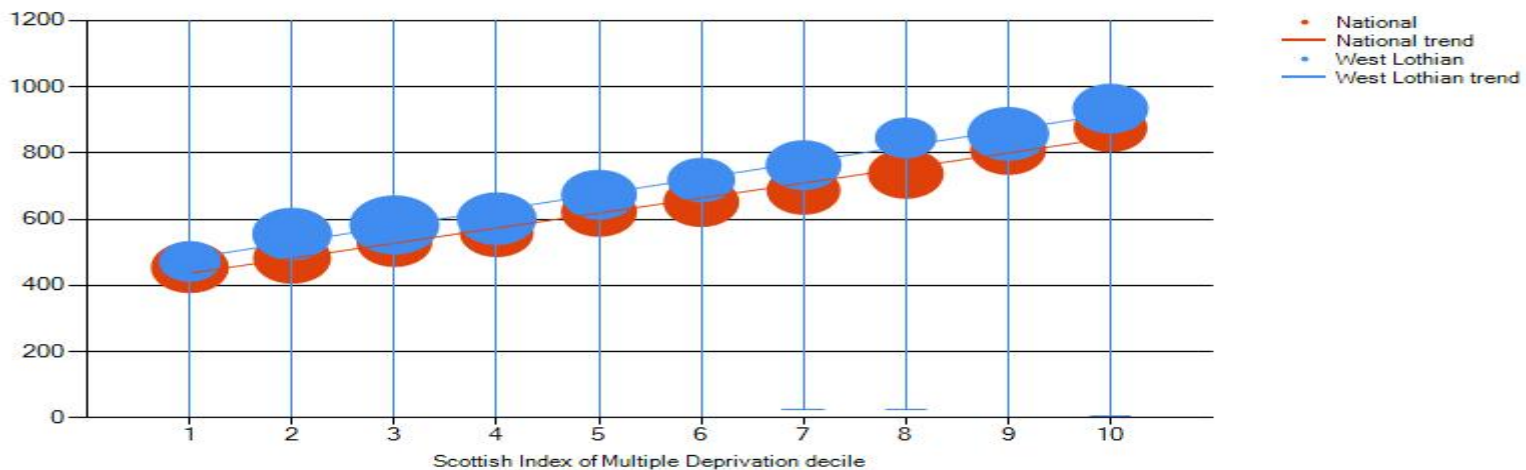
Senior Phase (S4-6) pupils – Q5 distribution



2019 WLC Attainment versus Deprivation

S5 Total average tariff points

S5 WLC (Blue circles) vs VC (Silver) and National (Red)

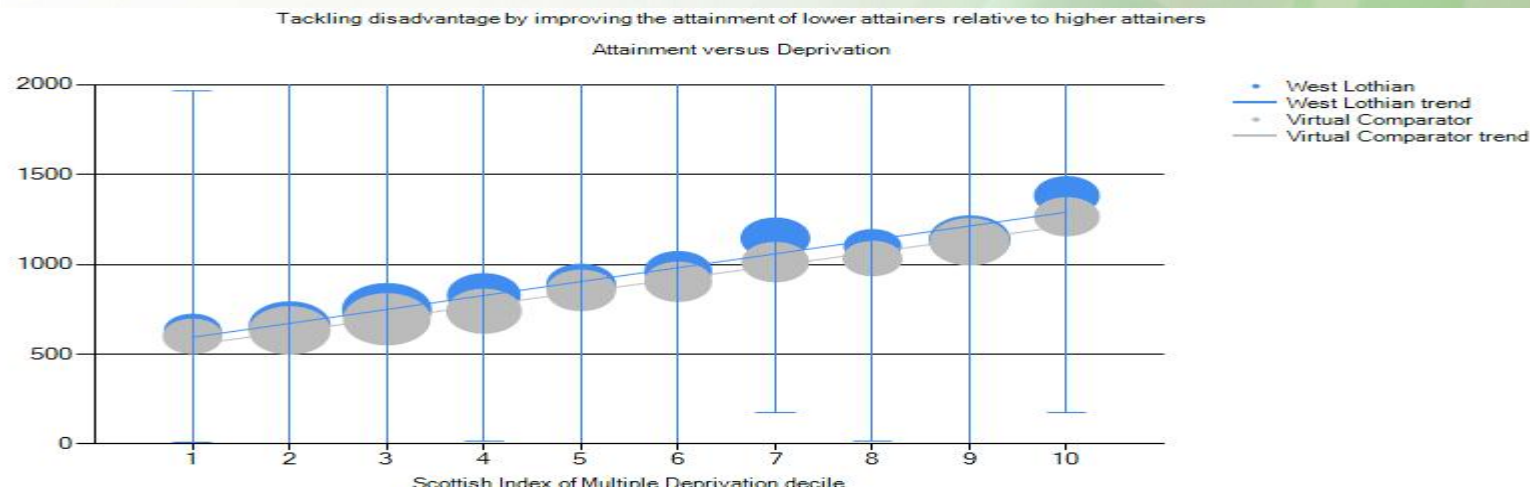
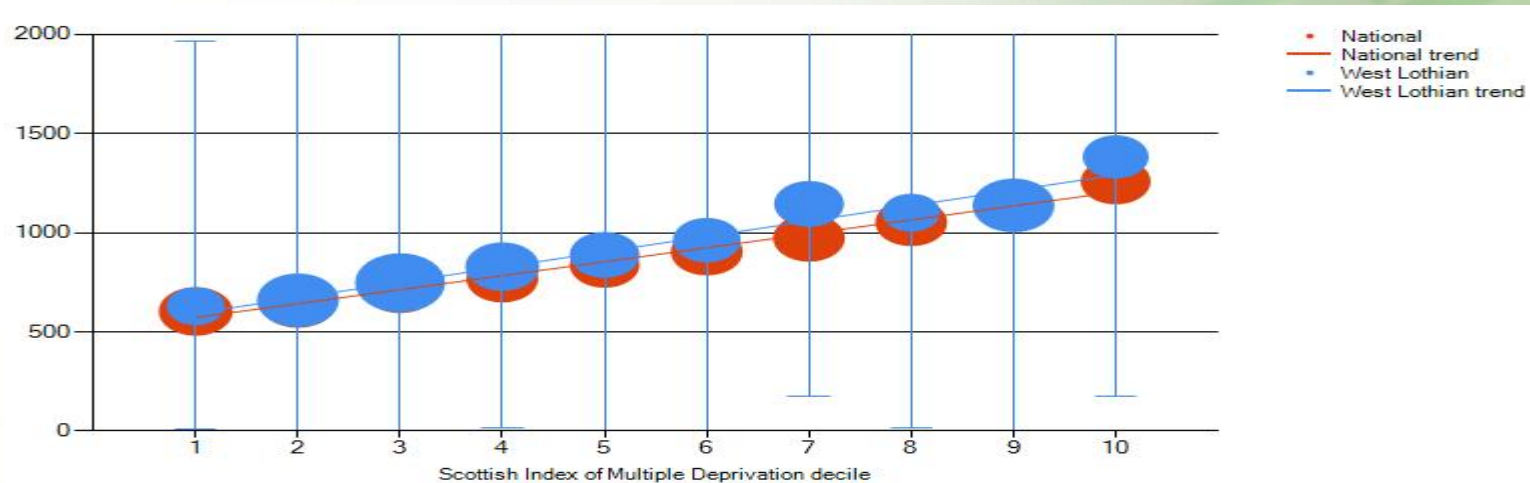


S5 Local: attainment vs Deprivation total tariff points

WLC Attainment versus Deprivation

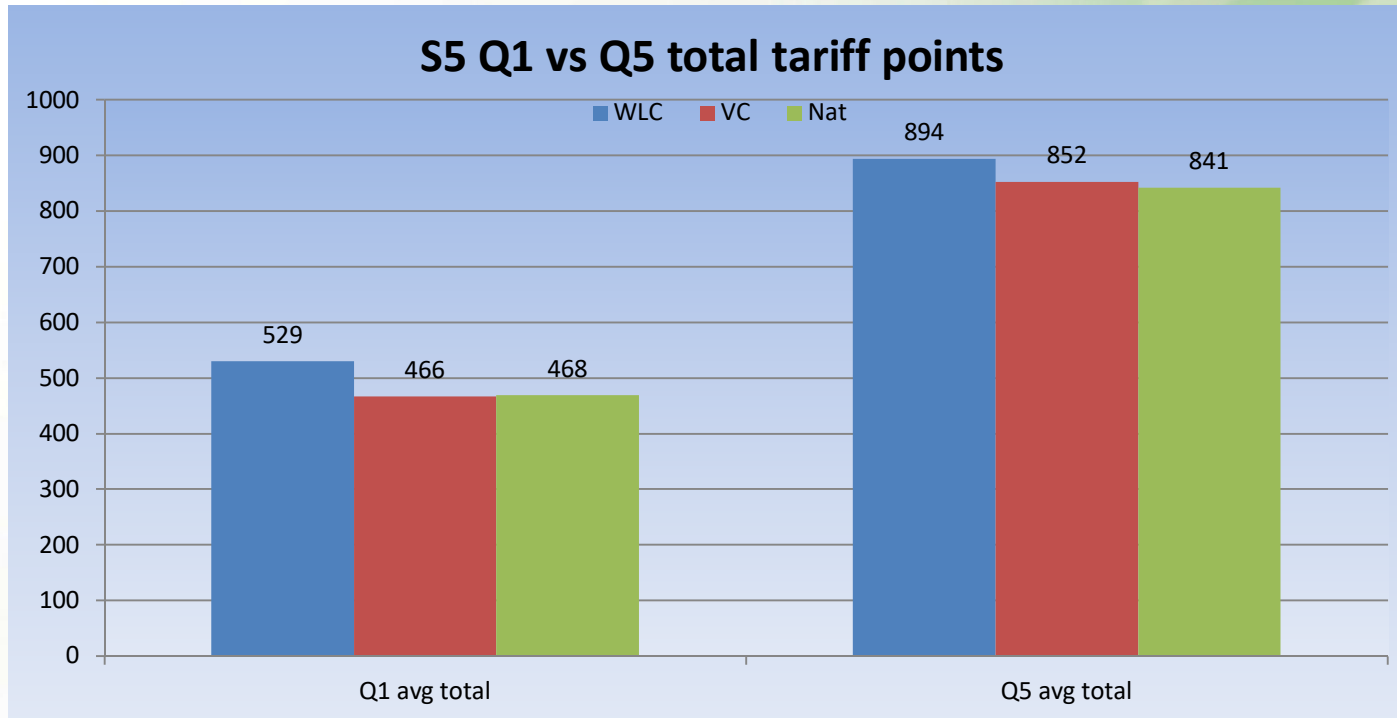
S6 Total average tariff points

S6 WLC (Blue circles) vs VC (Silver) and National (Red)



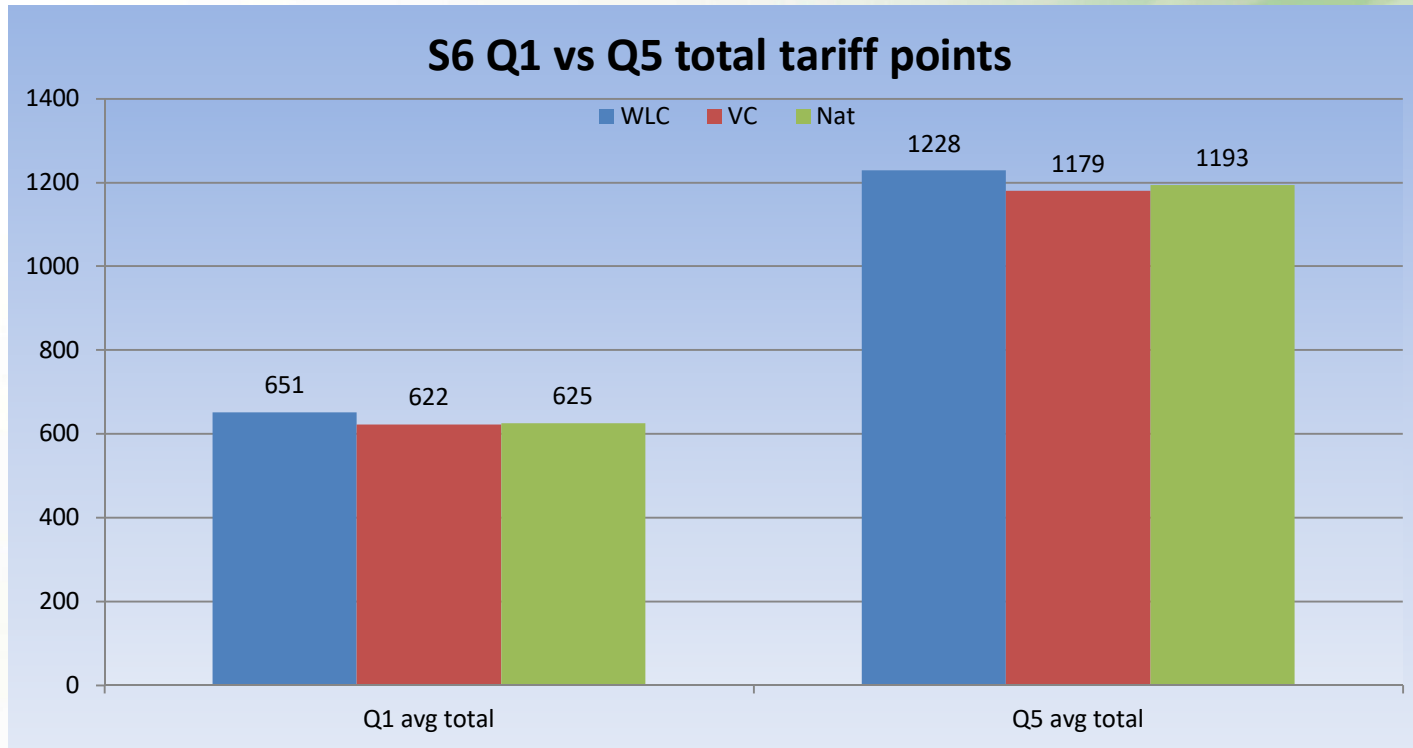
S6 Local: attainment vs Deprivation total tariff points

WLC Attainment versus Deprivation
S5 attainment in 2019 WLC versus the VC and National results
Total average tariff points Q1 versus Q5



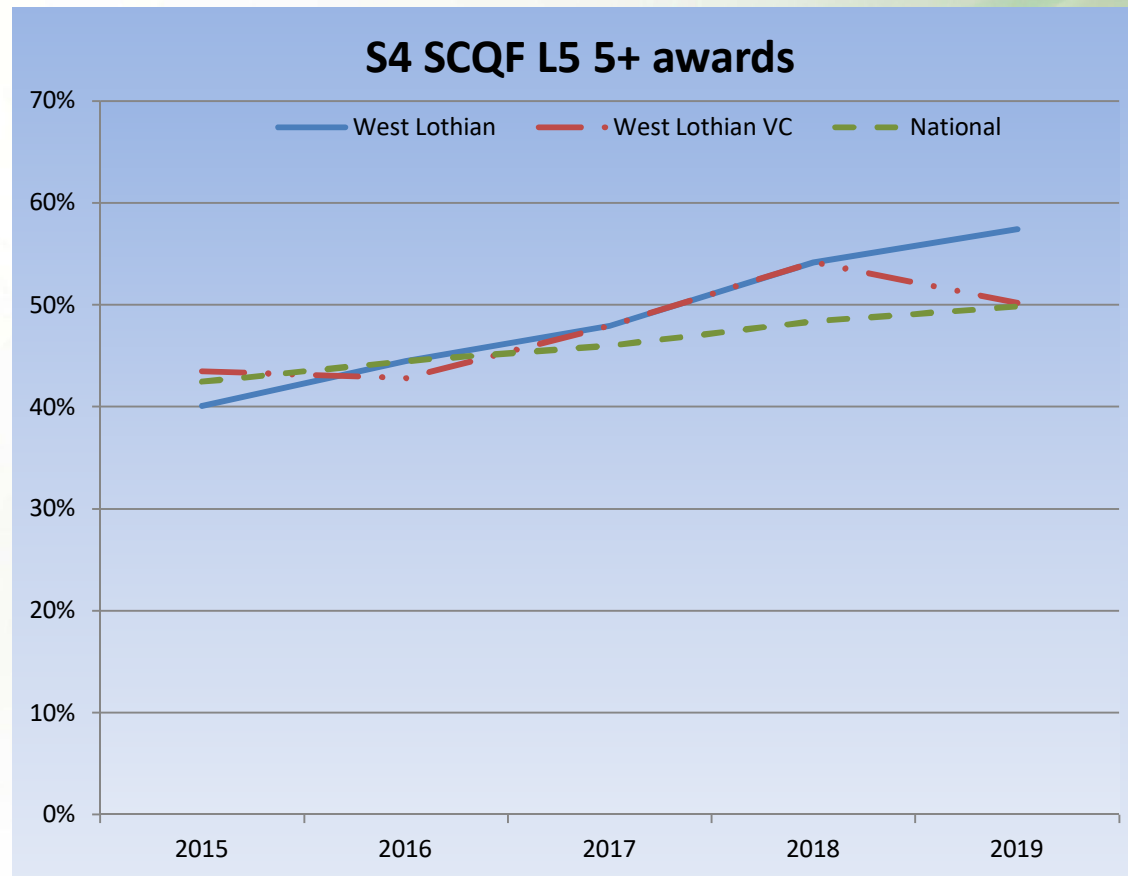
S5 Local: attainment vs Deprivation Q1 / Q5 total tariff points
Q1 – Q5 gap is smaller than VC and National and BOTH Q1 and Q5 results
have improved

WLC Attainment versus Deprivation
S6 attainment in 2019 WLC versus the VC and National results
Total average tariff points Q1 versus Q5

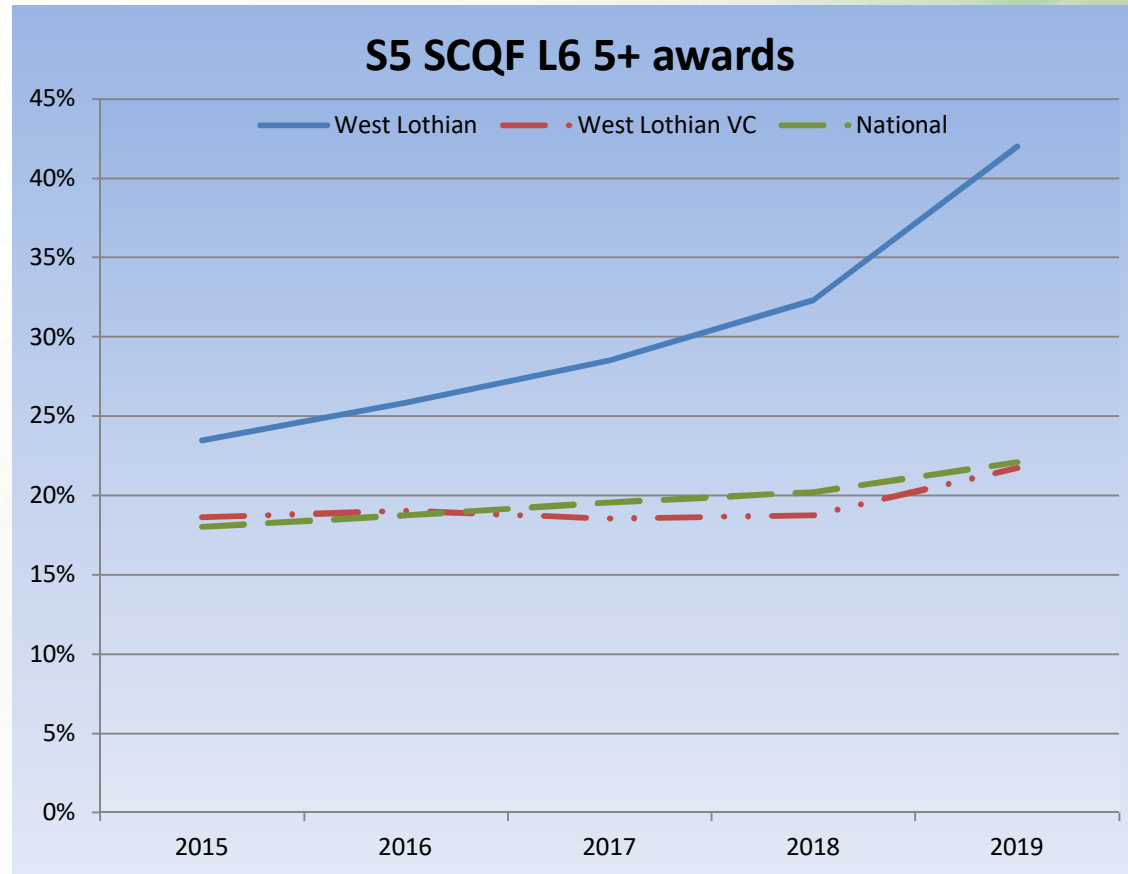


S6 Local: attainment vs Deprivation Q1 / Q5 total tariff points
Q1 and Q5 totals are both greater than VC and National

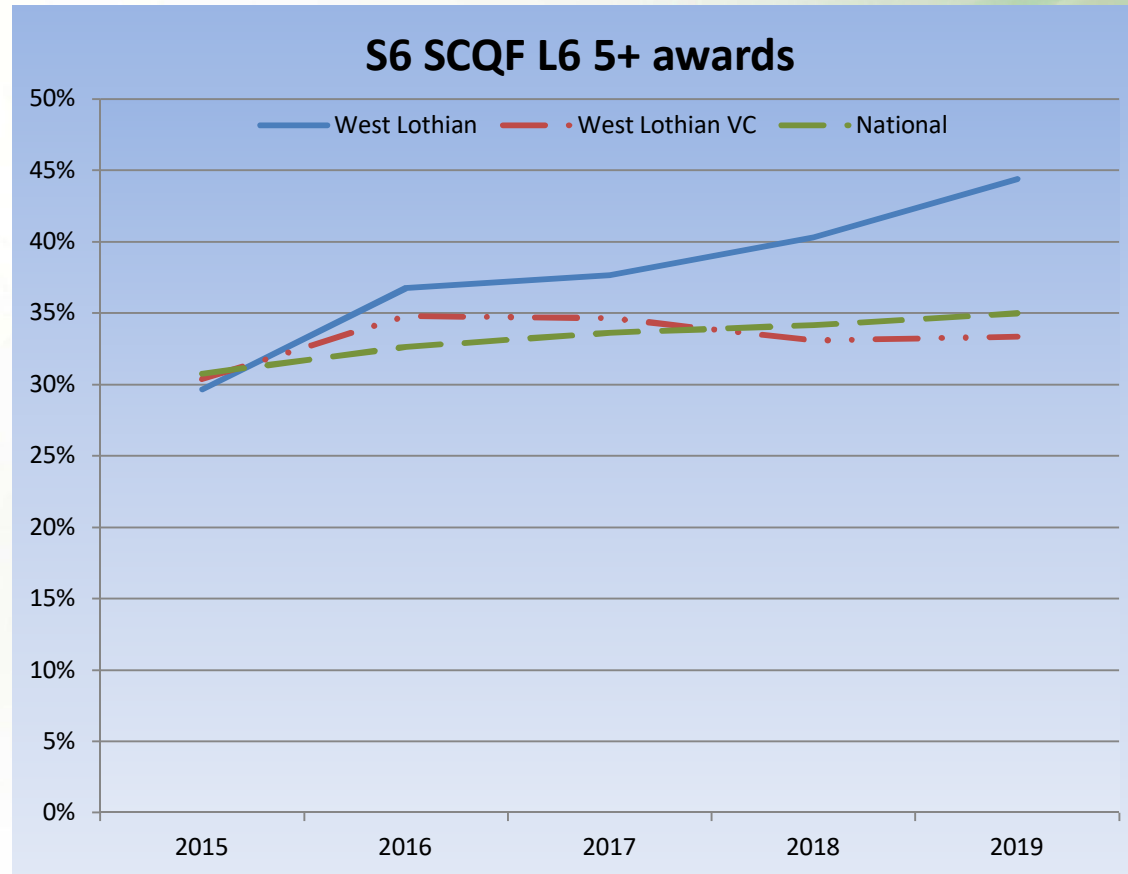
West Lothian Senior Phase Breadth & Depth



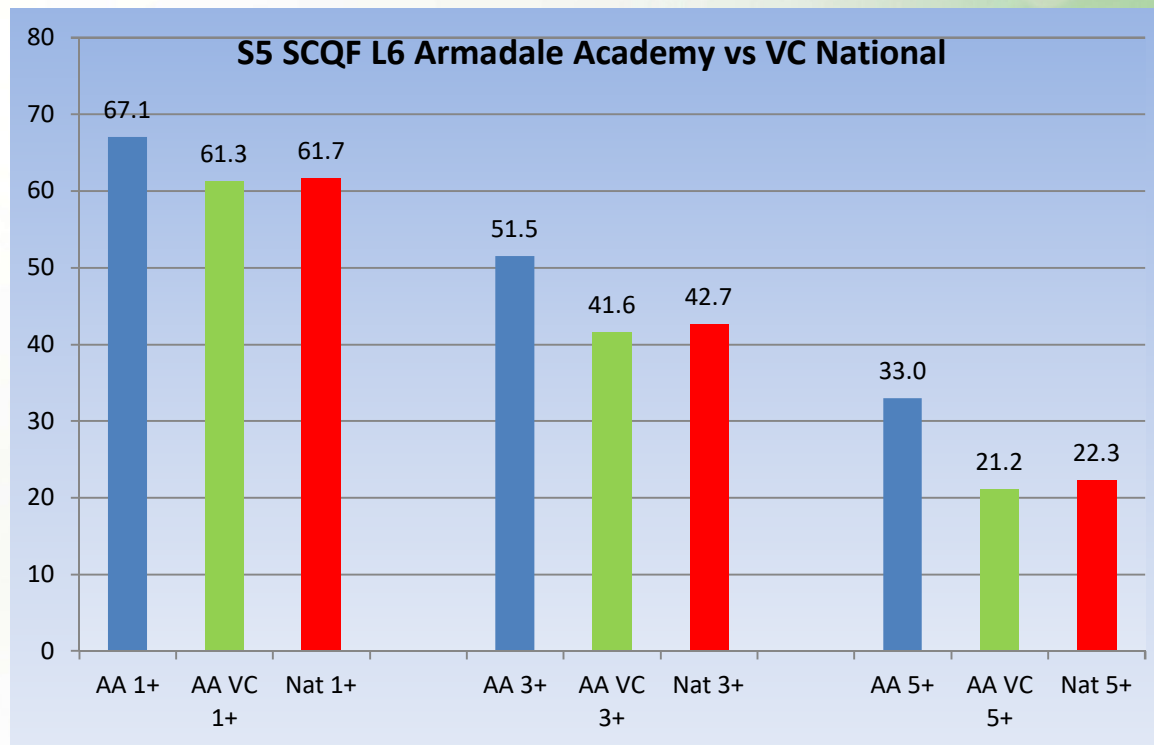
West Lothian Senior Phase Breadth & Depth



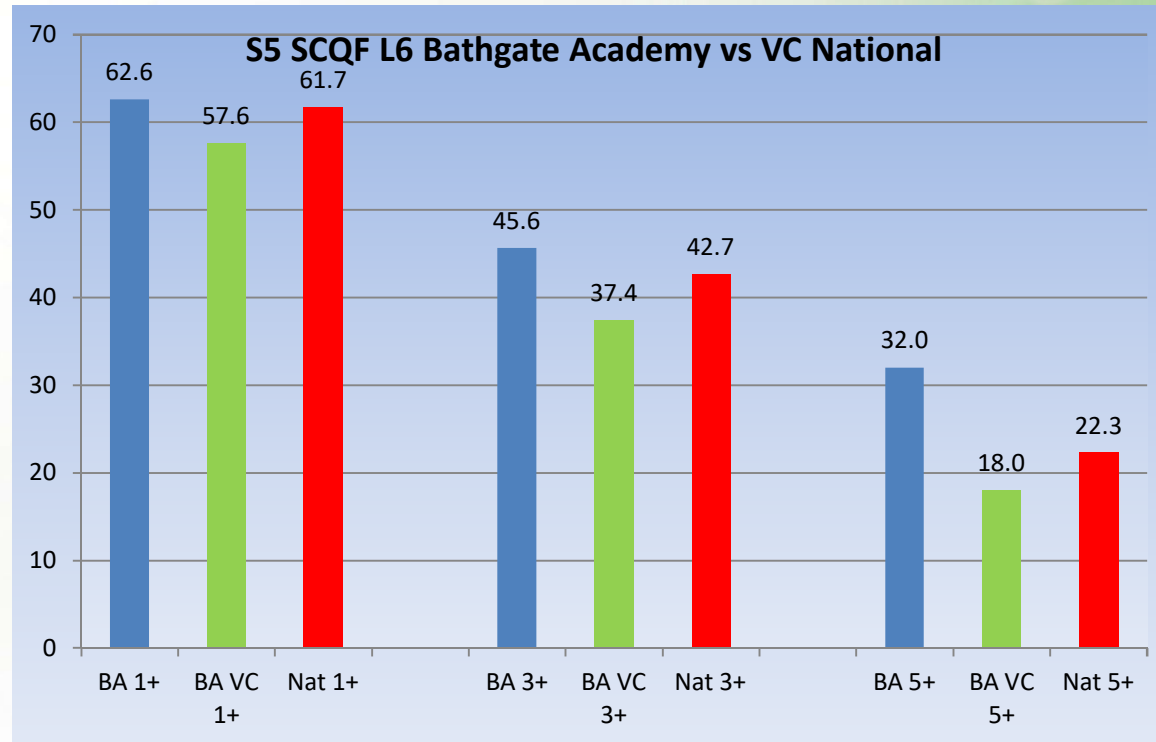
West Lothian Senior Phase Breadth & Depth



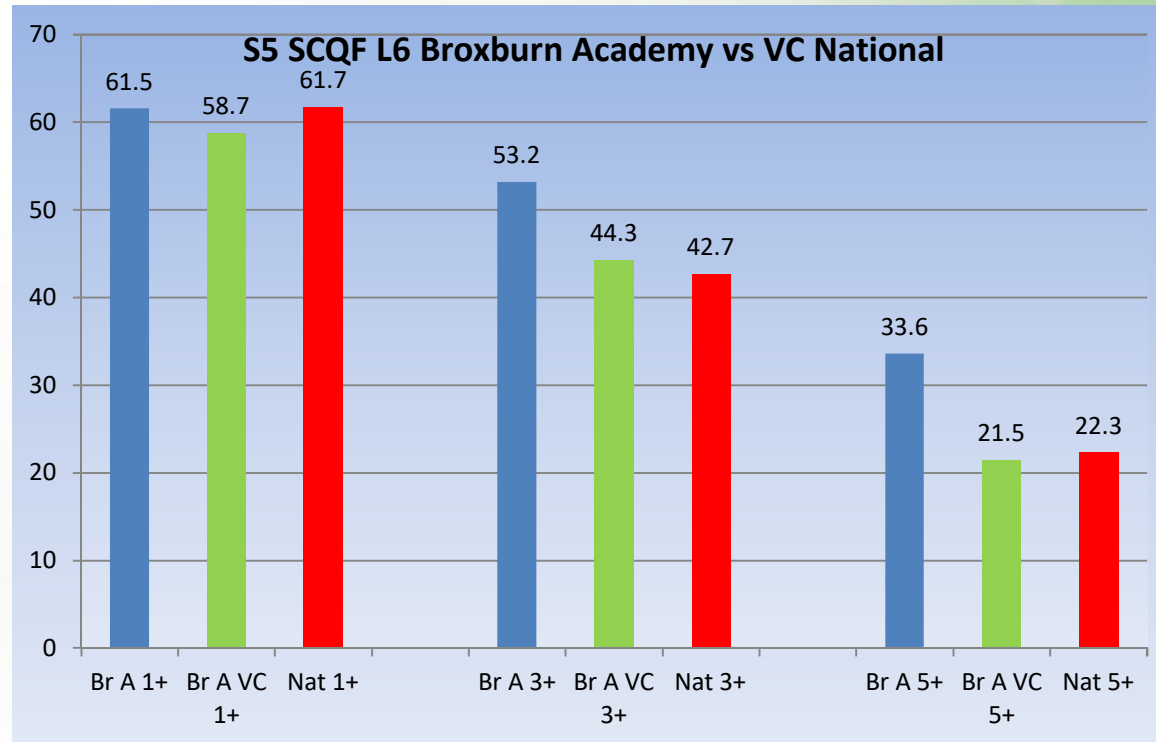
2019 S5 SCQF Armadale Academy



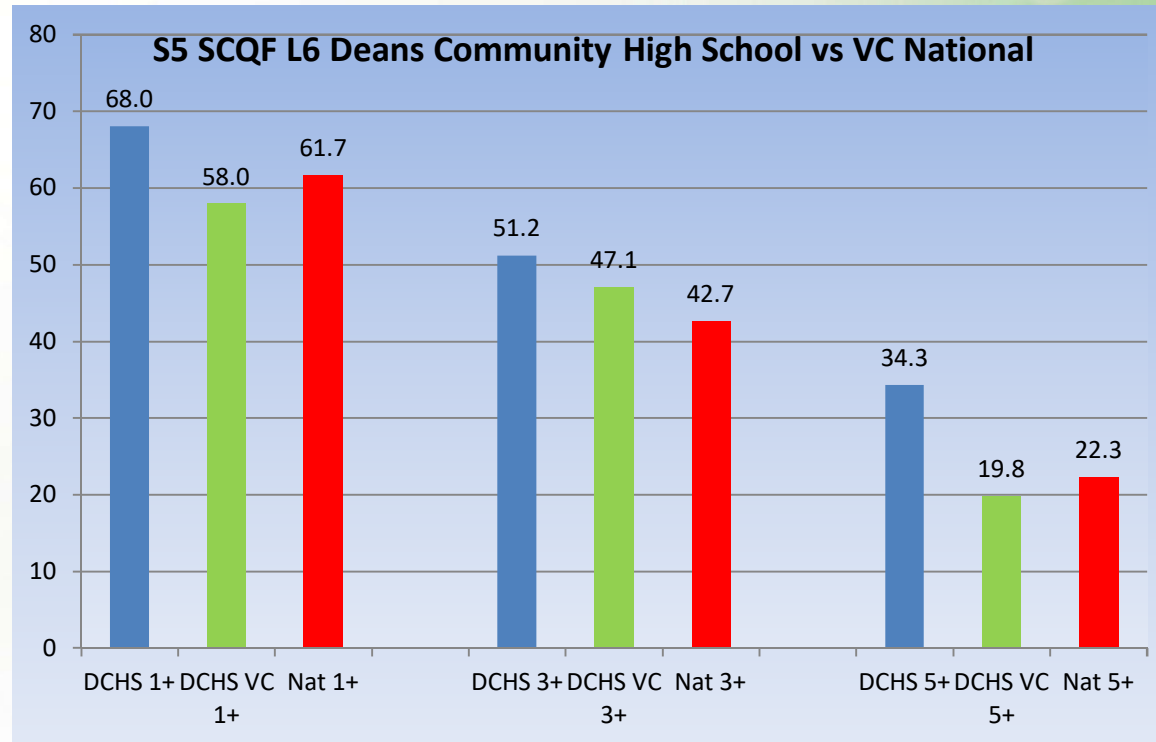
2019 S5 SCQF Bathgate Academy



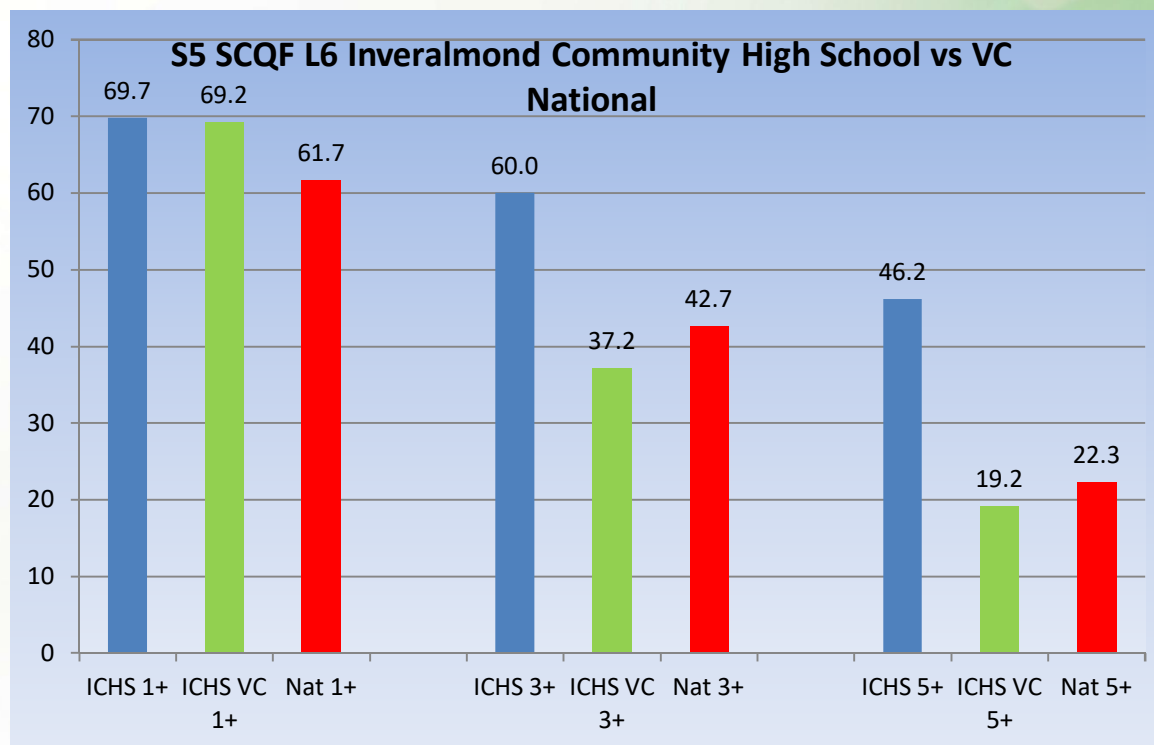
2019 S5 SCQF Broxburn Academy



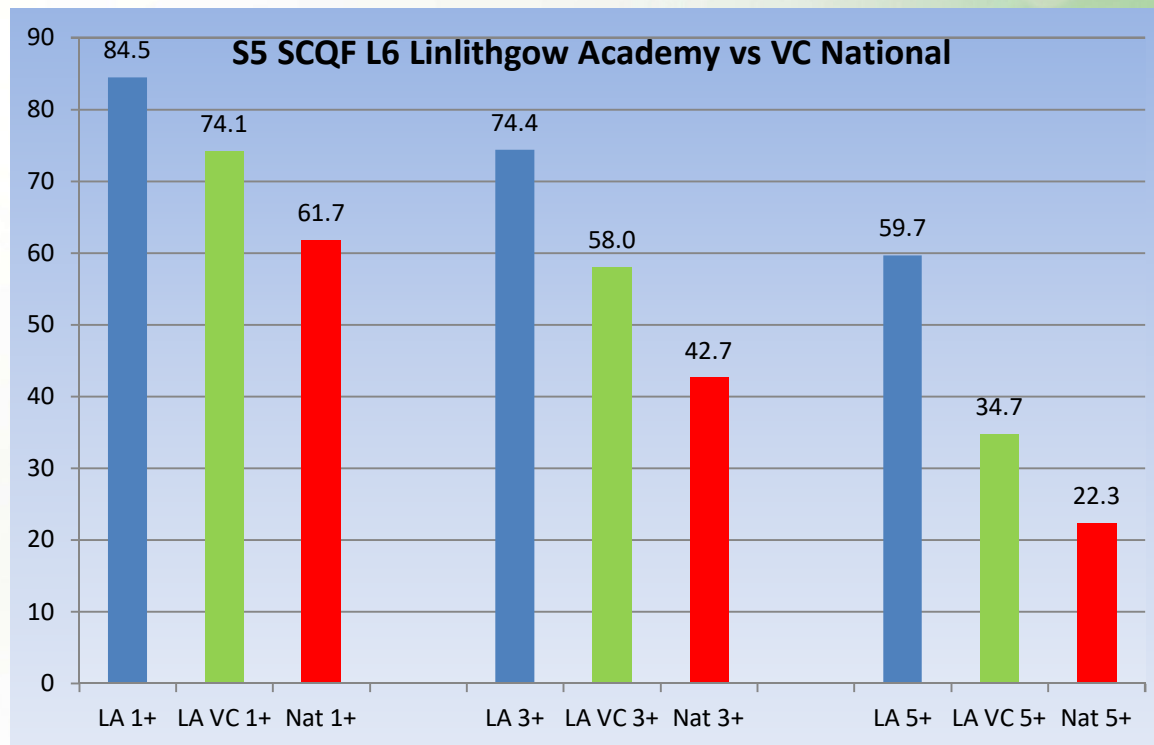
2019 S5 SCQF Deans Community High School



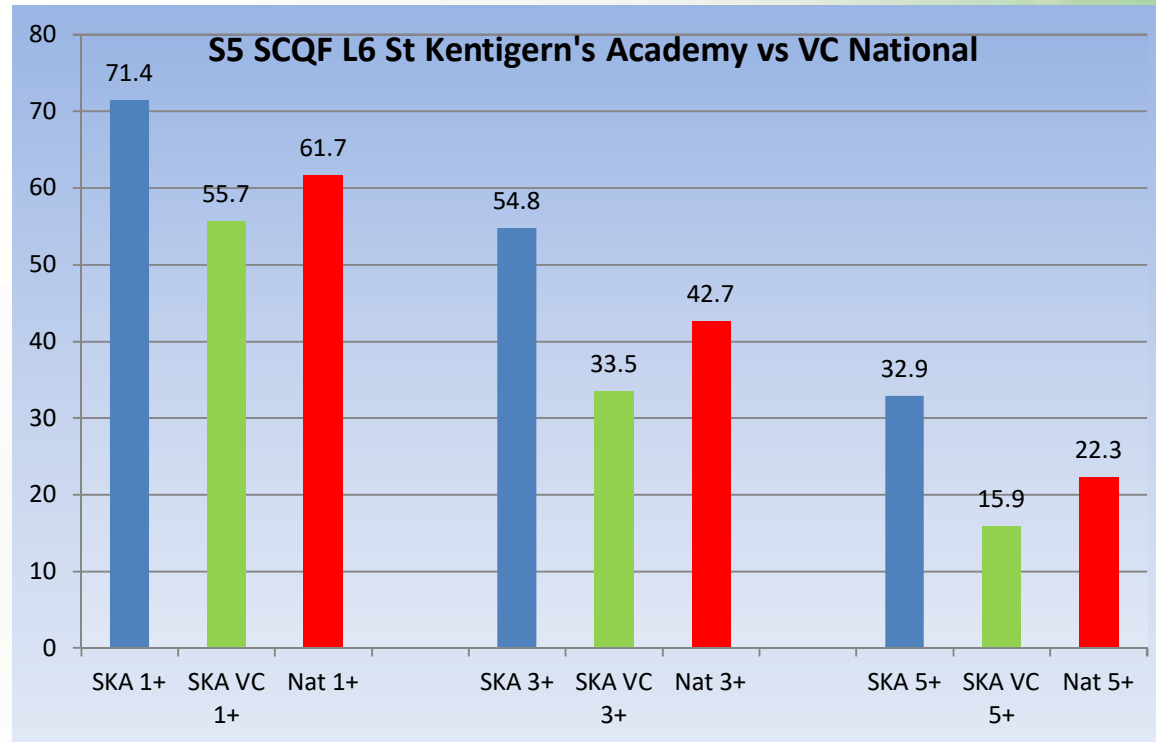
2019 S5 SCQF Inveralmond Community High School



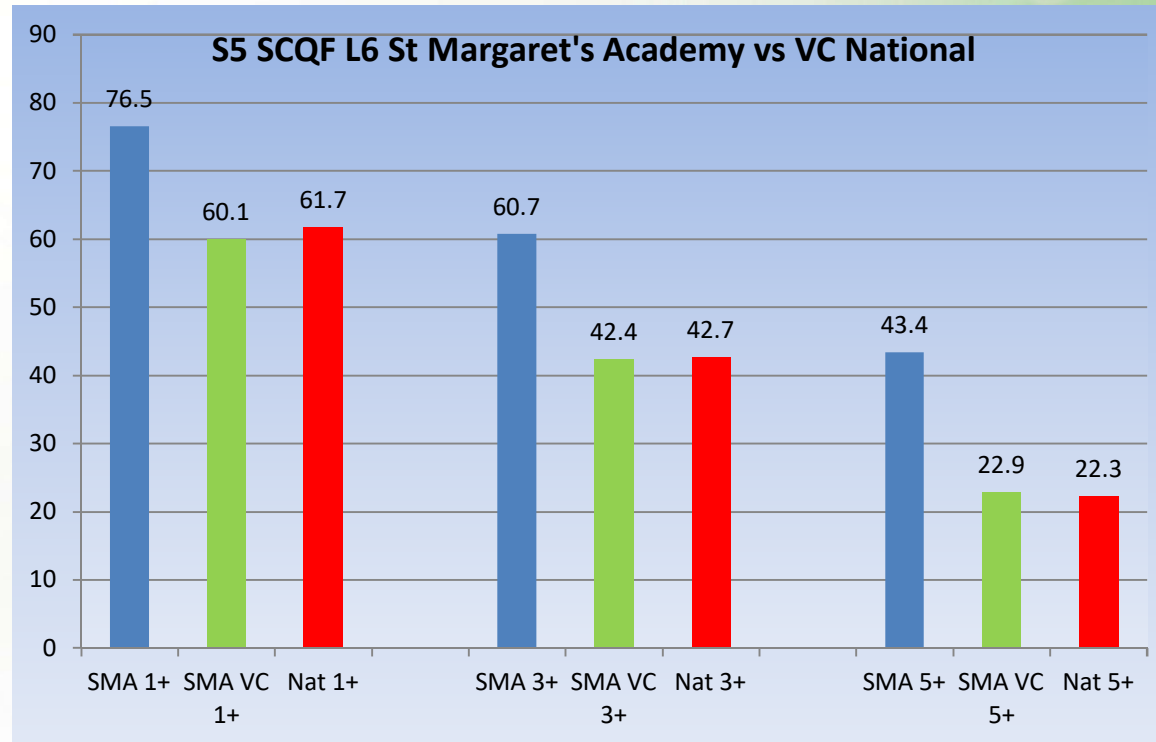
2019 S5 SCQF Linlithgow Academy



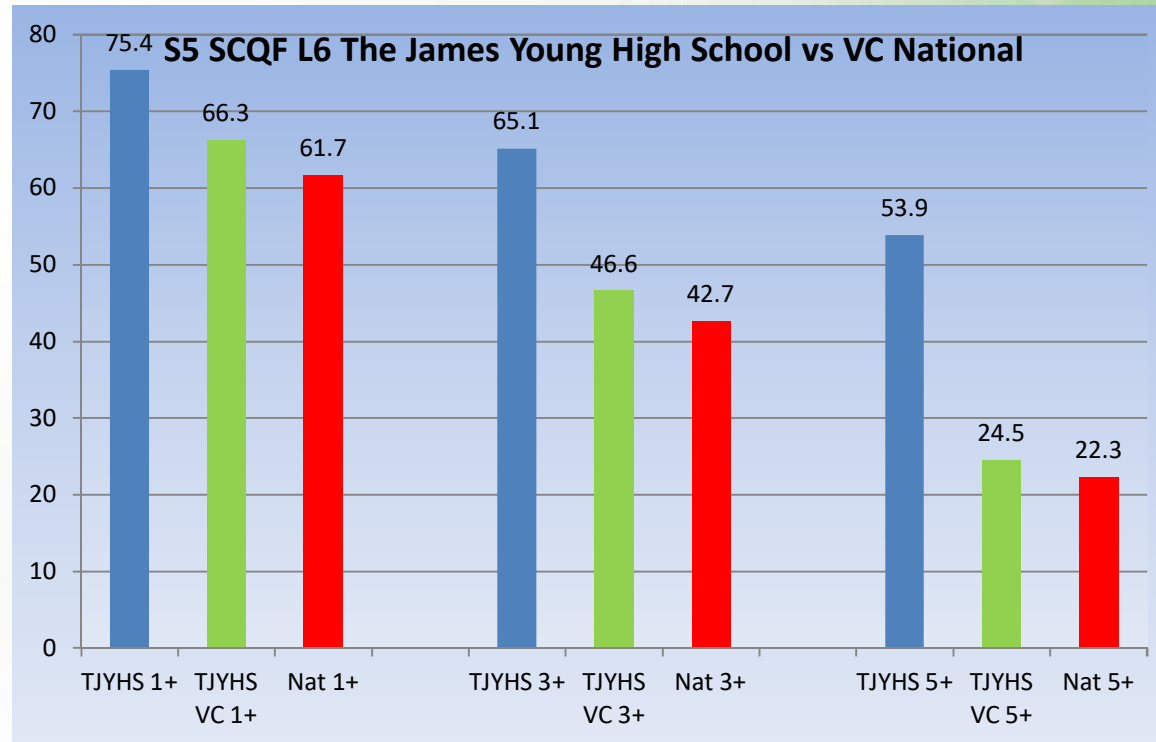
2019 S5 SCQF St Kentigern's Academy



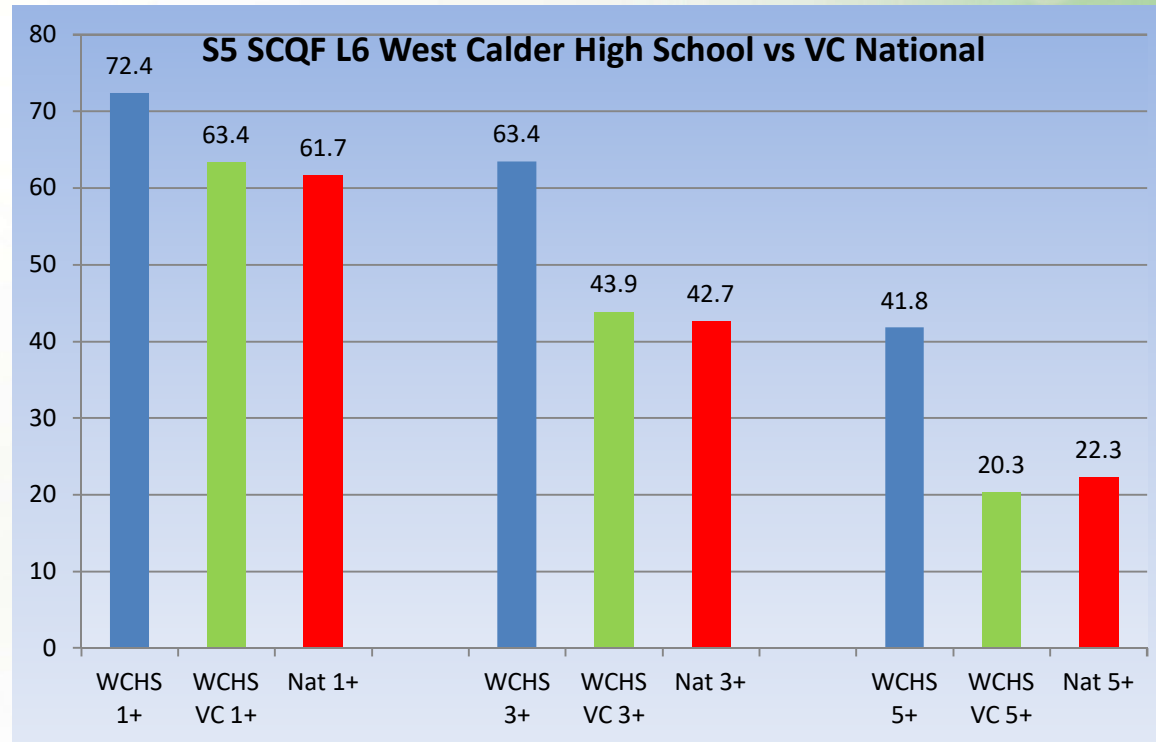
2019 S5 SCQF St Margaret's Academy



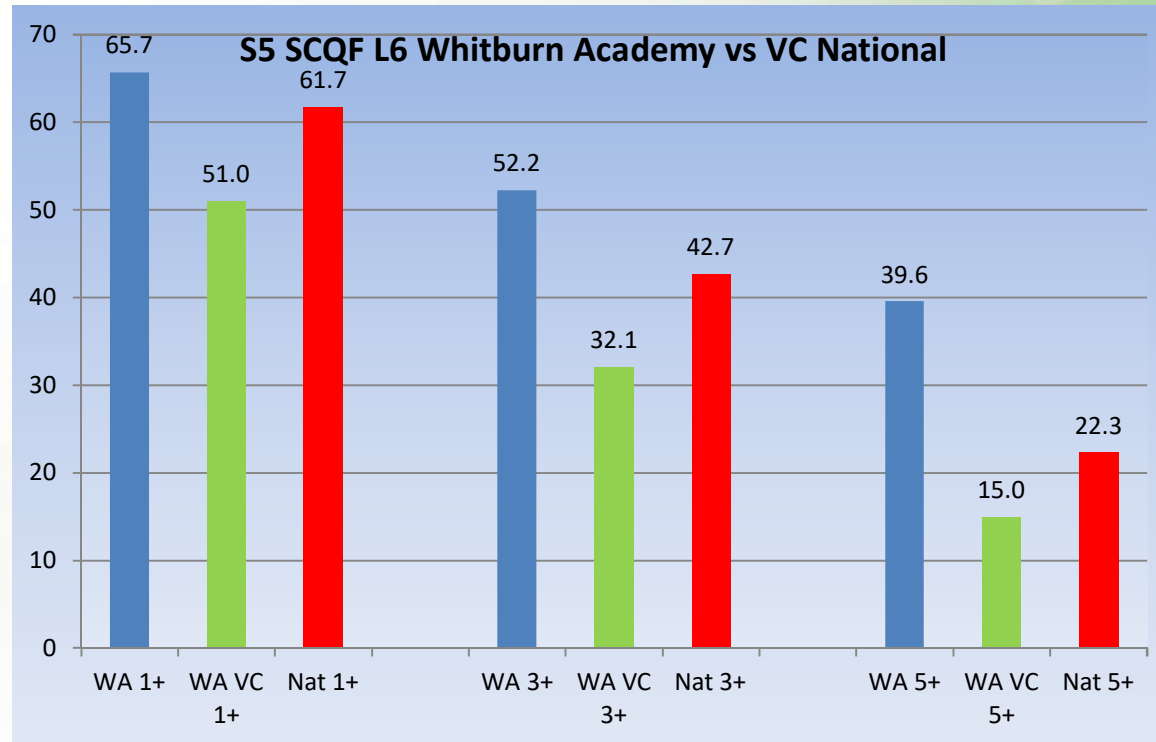
2019 S5 SCQF The James Young High School



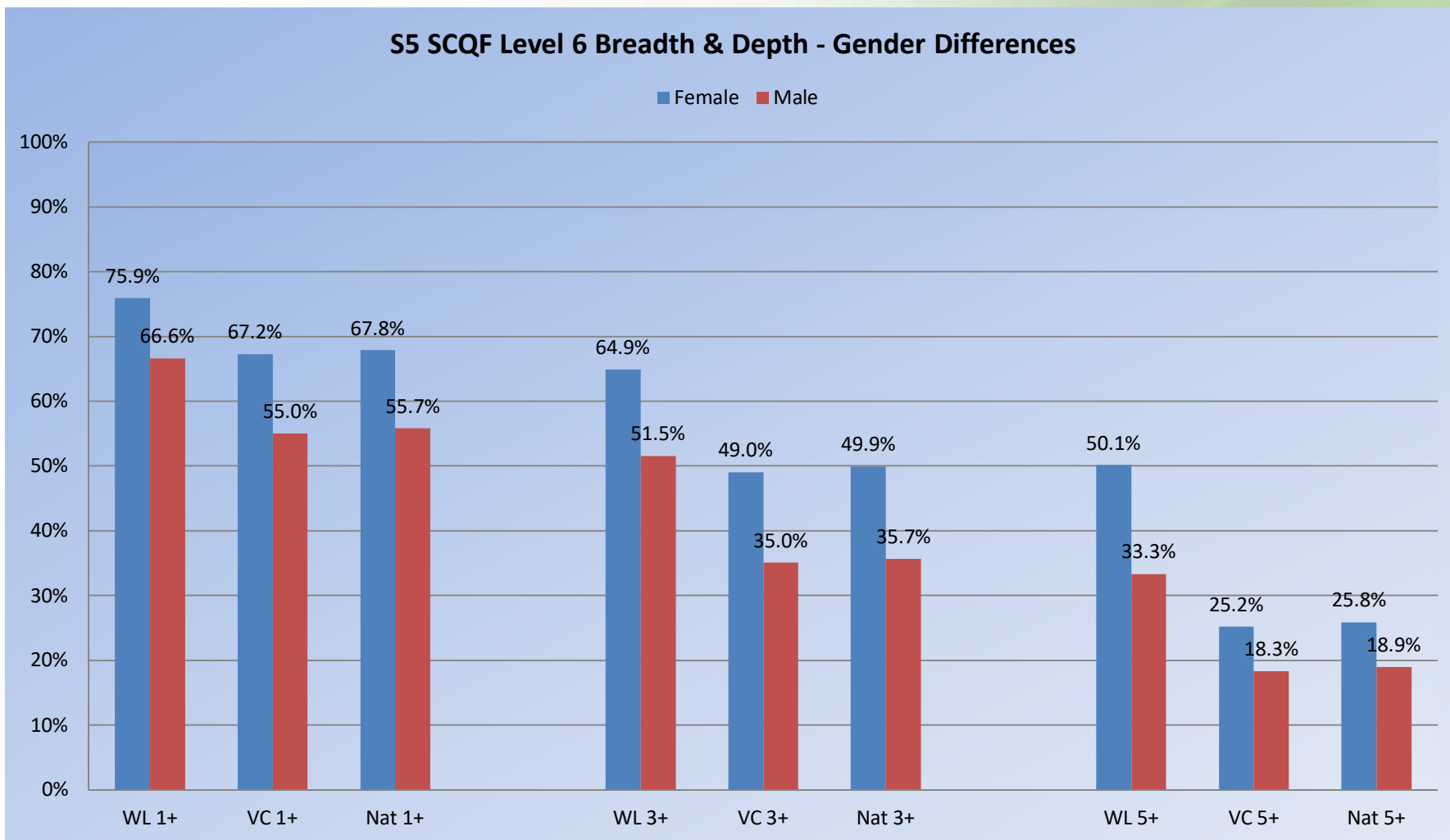
2019 S5 SCQF West Calder High School



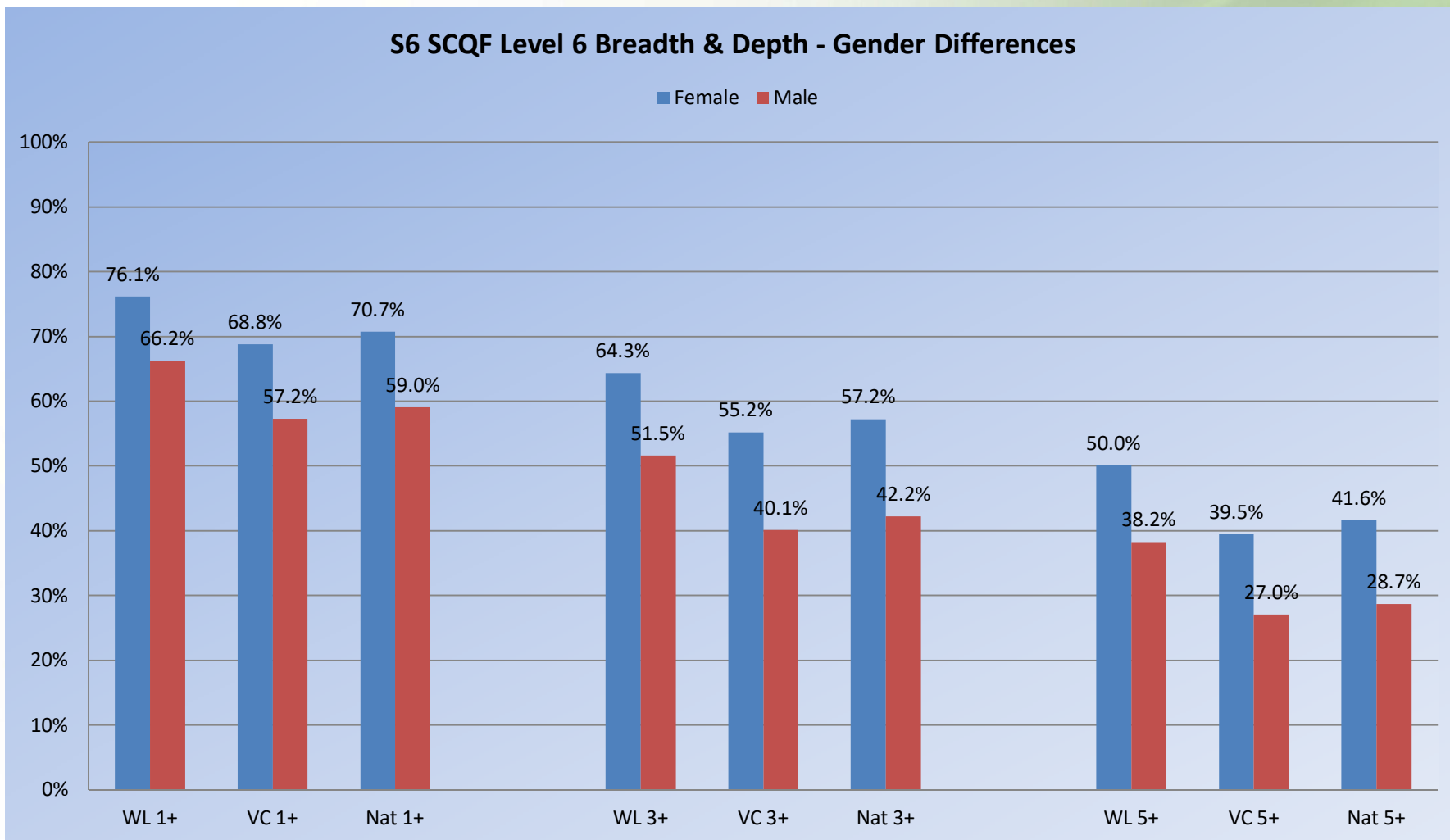
2019 S5 SCQF Whitburn Academy



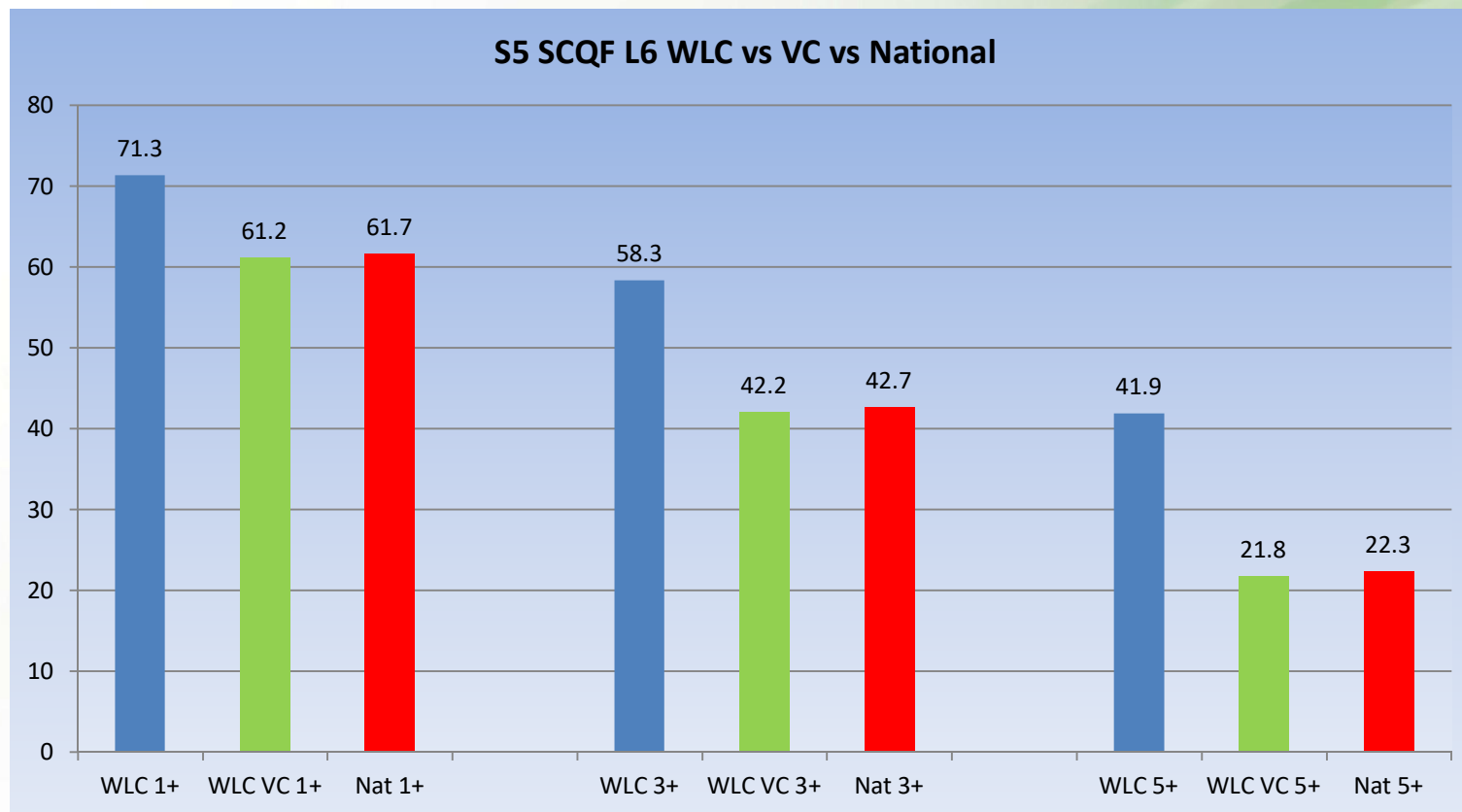
2019 S5 SCQF WLC Gender Differences



2019 S6 SCQF WLC Gender Differences



2019 S5 SCQF WLC



Examples of Level 5 courses offered by WL schools

Total of 1832 awards in 2019

- Art and Design
- Award in Customer Service: Principles and Practices
- Award in Mental Health and Wellbeing
- Award in Religion, Belief and Values
- Business with Information Technology
- Computer Games Development
- Computer Games Development
- Dance
- Enterprise and Employability
- Leadership Award
- Personal Development Award
- Personal Finance Award
- Scottish Studies Award
- Silver Youth Achievement Award
- Wellbeing Award

Examples of Level 6 courses offered by WL schools

Total of 2547 awards in 2019

- Award in Religion, Belief and Values
- Business with Information Technology
- Computer Games Development
- Cyber Security
- Enterprise and Employability
- Exercise and Fitness Leadership
- Award in Emergency First Aid at Work
- Award in First Aid at Work
- Gold Youth Achievement Award
- Hairdressing
- Leadership Award
- Music Performing
- Musical Theatre
- Personal Development
- Social Services

Foundation Apprenticeship (FA) courses / HNC undertaken in 2018/19 Level 6 (FA) and Level 7 (HNC)

- FA Civil Engineering Yr 1
- FA Civil Engineering Yr 2
- FA Engineering
- FA Social Services & Healthcare
- FA Social Services (Child & Young People)
- FA Software Development Yr 1
- FA Software Development Yr 2
- HNC Computing Yr 1
- HNC Computing Yr 2
- HNC Engineering Systems Yr 1
- HNC Engineering Systems Yr 2
- HNC Media & Communication Yr 1
- HNC Media & Communication Yr 2
- NC Manufacturing Eng Yr 2
- NPA Beauty Skills

Skills for Work National 5 Courses 2018/19

- Creative Industries
- Early Education and Childcare
- Early Learning and Childcare
- Engineering skills
- Hairdressing
- Health Sector
- Hospitality
- Laboratory Science
- Retailing
- Sport and Recreation
- Travel and Tourism



EDUCATION EXECUTIVE

ESTABLISHMENT OF NEW DENOMINATIONAL SECONDARY SCHOOL AT WINCHBURGH AND ASSOCIATED PROPOSALS

REPORT BY HEAD OF EDUCATION (LEARNING, POLICY AND RESOURCES)

A. PURPOSE OF REPORT

To seek Education Executive approval to commence statutory public consultation on the proposals to:

- I. Establish a new denominational secondary school at Winchburgh.
- II. Review admission arrangements in order to establish the catchment area for the new school.
- III. Review admission arrangements arising from the denominational secondary school catchment variations at St Margaret's Academy and St Kentigern's Academy; and
- IV. Review primary to secondary school transition arrangements at Holy Family Primary School Winchburgh, St Nicholas Primary School Broxburn and St Joseph's Primary School Linlithgow

To present to Education Executive the draft Consultation Document prepared by Council officers.

B. RECOMMENDATION

It is recommended that Education Executive:

- I. Note the terms of the draft Consultation Document; and
- II. Approve commencement of public consultation on the proposals identified in Section A of this report.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	<p>The consultation does not change any existing policies.</p> <p>Legal</p> <p>The Local Government etc. (Scotland) Act 1994. Education (Scotland) Act 1980 and related regulations. The Standards in Schools (Scotland) Act 2000, the School Education</p>

		(Amendment) (Scotland) Act 2002 and School (Consultation) (Scotland) Act 2010. It is also necessary to consider primary and secondary school provision and catchment area arrangements in context of the West Lothian Local Development Plan.
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	<p>We are better educated and have access to increased and better quality learning and employment opportunities.</p> <p>Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.</p>
VI	Resources - (Financial, Staffing and Property)	<p>The approved Capital Programme to 2027/28 includes provision for the new denominational secondary school at Winchburgh.</p> <p>Approved financial resources will meet obligations for printing and postage, costs associated with public meetings, for advertisements for the public meetings and for dedicated staff time required for the process.</p>
VII	Consideration at PDSP	Report was considered at PDSP on 27 August 2019. Comments were made regarding demand levels at St Margaret's Academy and the future capacity requirements across West Lothian. Approval was offered to proceed to Education Executive.
VIII	Other consultations	<p>Finance and Property Services, Operational Services, Planning Economic Development and Regeneration Services, Legal Services.</p> <p>Formal consultation involves Parent Councils, parent/carers, pupils, staff and trade unions at affected schools. Community Councils within the catchment areas of the affected schools will also be consulted.</p>

D. TERMS OF REPORT

A formal consultation is required for any proposal to create a new educational establishment and the subsequent proposals to determine the catchment area for the proposed new school, alter admission arrangements as a result of variation to the catchment area of a school and review transition arrangements from primary to secondary school.

D.1 RATIONALE

West Lothian Council has a statutory responsibility to ensure sufficient school places, to improve the quality of the school education provided, to raise standards of education and to secure best value in available resources.

Demand for denominational education exceeds capacity and there is a forecast of increasing demand.

The creation of a new denominational education establishment, development of an associated catchment area and alteration of existing school catchment areas alleviates current and future capacity pressures and enables opportunity to create flexible learning spaces in schools improving the range of learning environments across the existing denominational secondary school estate in West Lothian.

D.2 PROPOSED WINCHBURGH DENOMINATIONAL SECONDARY SCHOOL

As part of the delivery strategy for the West Lothian Local Development Plan (LDP) it is proposed to establish a new denominational secondary school which would include new and existing properties in Winchburgh and developed areas in the existing catchments at St Margaret's Academy and St Kentigern's Academy. Maps identifying the specific areas are detailed in Appendices 7-10 of this report.

The preferred identified site on the B9080 to the west of Winchburgh village centre demonstrates scope for delivery of a vibrant learning hub for the Winchburgh community.

Proposed intention initially is the delivery of a denominational secondary school to accommodate 660 pupils.

Layout and design plans are indicative at this stage and will allow for future expansion. Design plans will be an ongoing consideration throughout the Statutory Consultation phase. A key aim of the proposal is delivery of an efficient sustainable learning establishment ensuring the new school is flexible and allows the creative and multiple uses of spaces by staff, pupils and the community.

Planning intention is to commence construction on site 2020 with delivery of accommodation for August 2023.

D.4 PHASED POPULATION OF NEW SCHOOL

It is proposed the new denominational secondary school will be populated on a phased basis commencing with S1 intake in August 2023. Consecutive year stage introductions would see the school operating with S1-S6 cohorts from August 2028:

School Session Commencing	August 2023	August 2024	August 2025	August 2026	August 2027	August 2028
Operational Year Stages	S1	S1 & S2	S1-S3	S1-S4	S1-S5	S1-S6

Whilst the initial proposal being taken forward by Council officers is for an S1 intake in 2023 recommendations made by Parent Council representatives at the Pre-Consultation meetings for an initial S1-S3 intake in 2023 have been noted.

Discussions with Consultees on the proposed phased population of the new school will continue during the Statutory Consultation process.

Further information on the Pre-Consultation is detailed in Section D.8 of this Report with notes on the Pre-Consultation engagement sessions attached as Appendices 3-6.

D.5 PROPOSED PRIMARY TO SECONDARY ARRANGEMENTS

It is recognised that populating the school on a phased basis may have implications for parents who already have children in attendance at St Margaret's Academy and St Kentigern's Academy and who have younger siblings yet to commence secondary stage education.

It is proposed that pupils living within the catchment area for the new denominational secondary school in Winchburgh who will have older siblings in attendance at the current catchment secondary schools St Margaret's Academy or St Kentigern's Academy will be permitted to attend the current catchment secondary if parents wish siblings to attend the same school.

This catchment status would remain until a younger sibling living within the proposed catchment area of the new school reaches the end of primary school education and the elder sibling has since left St Margaret's academy or St Kentigern's Academy. The sibling link to St Margaret's Academy and St Kentigern's Academy will have ceased and the younger sibling would be identified as being within the catchment area for the new denominational secondary school in Winchburgh.

No current secondary school pupils in West Lothian will be required to relocate to the proposed new school. Transfer will only be considered on parental request and until such times as the required year group is operational in the new school.

D.6 CURRENT AND PROPOSED ADMISSION ARRANGEMENTS

D.6.1 ST MARGARET'S ACADEMY

Currently, the associated denominational catchment primary schools aligned to St Margaret's Academy are:

- St John Ogilvie Primary School Livingston
- St Ninian's Primary School Livingston
- Howden St Andrew's Primary School Livingston
- St Paul's Primary School East Calder
- St Nicholas Primary School Broxburn
- Holy Family Primary School Winchburgh

On the establishment of the new school it is proposed that St Nicholas Primary School and Holy Family Primary School will be realigned and be associated primary schools to the new denominational secondary school at Winchburgh.

D.6.2 ST KENTIGERN'S ACADEMY

At present, the associated denominational primary schools aligned to St Kentigern's Academy are:

- Our Lady of Lourdes Primary School Blackburn
- Our Lady's Primary School Stoneyburn
- St Anthony's Primary School Armadale
- St Columba's Primary School Boghall
- St John the Baptist Primary School
- St Joseph's Primary School Linlithgow
- St Joseph's Primary School Whitburn
- St Mary's Primary School Bathgate
- St Mary's Primary School Polbeth
- St Thomas's Primary School Addiewell

It is proposed that on establishment of the denominational secondary school, St Joseph's Primary School Linlithgow will be realigned and be associated to the new school.

D.6.3 SUMMARY OF PROPOSED ADMISSION ARRANGEMENTS

Each denominational secondary school in West Lothian has a defined catchment area which consists of combined associated primary schools.

The proposed catchment area for the new denominational secondary school would include new and existing properties in Winchburgh and developed areas located in the existing catchments at St Margaret's Academy and St Kentigern's Academy.

The undernoted primary schools will be the proposed associated denominational primary schools for the new secondary school:

- St Nicholas Primary School Broxburn moving from St Margaret's Academy catchment
- Holy Family Primary School Winchburgh moving from St Margaret's Academy catchment area
- St Joseph's Primary School Linlithgow moving from St Kentigern's Academy catchment

The proposed Winchburgh denominational secondary school catchment area is shown as Appendix 8 of this report.

Adopting this proposed approach will alleviate identified pressures in relation to school roll expectations. See section D.6.4 offering current school roll forecast figures.

D.6.4 FORECAST SCHOOL ROLLS FROM THE 900 HOUSE PER ANNUM SCENARIO OF THE 2018 BASED FORECASTS:

School Roll Forecasts are based on current trends of pupil placing requests and availability of spaces which are limited at present, especially at St Margaret's Academy. The provision of new school infrastructure is likely to significantly change future placing request demand and availability of places for pupils in the new denominational secondary school which will not have the same capacity pressures as the current denominational secondary sector in West Lothian.

St Margaret's Academy:

Capacity	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
1,100	1,091	1,108	1,141	1,160	1,188	1,225	1,240	1,263	1,275	1,282	1,284

St Kentigern's Academy:

Capacity	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
1,430	1,233	1,272	1,310	1,341	1,374	1,400	1,404	1,408	1,404	1,417	1,407

D.7 PROPOSED ESTABLISHMENT NAME

As a main stakeholder in this Statutory Consultation, the Archdiocese will give consideration to the name of the new denominational secondary school with recommendations being offered to Education Executive for review.

D.8 PRE-CONSULTATION ENGAGEMENT

As recommended in statutory guidance, Council officers undertook pre-consultation engagement with stakeholders in advance of statutory consultation. The aim of this exercise was to outline the key elements and the reasoning behind the proposal, welcome the views of the community and finalise an informed proposal to take forward to statutory consultation in November 2019.

Council officers found the pre-consultation process to be an invaluable information sharing and fact finding approach with consultees commenting favourably on having opportunity to engage with Education Services at this early stage.

Minutes from the pre consultation meetings are attached as Appendices 3-6 of this report.

E. CONCLUSION

A formal public consultation is required for any proposal to create a new denominational secondary school, establish associated catchment area for the new school, review admission arrangements arising from variation to school catchment areas and review of transfer arrangements from primary school to secondary school.

The changes outlined in the draft consultation paper would make best use of existing and future school capacities, provide an educational infrastructure to support future housing developments and enable West Lothian Council to meet statutory responsibilities for denominational secondary education.

F. BACKGROUND REFERENCES

Schools (Consultation)(Scotland) Act 2010

Appendices/Attachments:

Appendix 1	Draft Timeline
Appendix 2	Draft Consultation Document
Appendix 3	Note on Pre-Consultation Meeting Tue 10 September 2019 - Broxburn Parish
Appendix 4	Note on Pre-Consultation Meeting Thurs 19 September 2019 - Holy Family PS
Appendix 5	Note on Pre-Consultation Meeting Mon 23 September 2019 - St Joseph's PS
Appendix 6	Note on Pre-Consultation Meeting Mon 30 September 2019 - St Nicholas PS
Appendix 7	Current Denominational Secondary Catchment Areas
Appendix 8	Proposed Winchburgh Denominational Secondary School Catchment Area
Appendix 9	Proposed St Kentigern's Academy Catchment Area Map
Appendix 10	Proposed St Margaret's Academy Catchment Area Map

Contact:

Andrew Cotton, Principal Education Planning Officer, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF Tel: 01506 283080,
e-mail andrew.cotton@westlothian.gov.uk

Melanie Laurie, Education Project Officer, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Tel: 01506 281666,
e-mail melanie.laurie@westlothian.gov.uk

James Cameron, Head of Education (Learning, Policy and Resources)

Date of meeting: 12 November 2019

Appendix 1

CREATION OF NEW DENOMINATIONAL SECONDARY SCHOOL WINCHBURGH

Date	Event	Description
27 August 2019	Education PDSP	Meeting to consider proposal and agree continuation to Education Executive
10 September 2019	Education Executive	Meeting to consider site option proposal and agree continuation to pre consultation phase
September 2019	Pre Consultation Exercise	Gather and share information in advance of statutory consultation
12 November 2019	Education Executive	Review of pre-consultation exercise and agree continuation to statutory consultation phase.
November/December 2019	Statutory Consultation	Formal public consultation (min 6 weeks consultation period including min of 30 school days)
November/December 2019	Public Meeting	Public meeting to discuss proposal
December 2019	End of Consultation	End of Public Consultation
January 2020*	Submit Report to Education Scotland	West Lothian Council Education Services relay report on proposal and consultation findings to Education Scotland
Late January/Early February 2020*	Deadline for Education Scotland three week period for reporting back to West Lothian Council Education Services(Education Scotland do not include any schools holiday periods within their 3 week review timeframe)	Education Scotland response to proposal and consultation report
February 2020	Give Education Scotland at least 5 days notice prior to publishing final report	Upon receipt of response from Education Scotland and on consideration of previous consultation period representations, Authority will prepare and publish final consultation report
Early March 2020	Publication of Consultation document	Upon receipt of response from Education Scotland, West Lothian Council will prepare and publish final consultation report (min period of 3 weeks after publication before Authority make final decision)
24 March 2020	Education Executive Meeting	Decision made

*Dates to be agreed with Education Scotland

Appendix 2

EDUCATION SERVICES PROPOSALS TO:

- **ESTABLISH A NEW DENOMINATIONAL SECONDARY SCHOOL AT WINCHBURGH**
- **REVIEW ADMISSION ARRANGEMENTS IN ORDER TO ESTABLISH THE CATCHMENT AREA FOR THE NEW SCHOOL**
- **REVIEW ADMISSION ARRANGEMENTS ARISING FROM ALTERATIONS TO DENOMINATIONAL SECONDARY SCHOOL CATCHMENT AREAS AT ST MARGARET'S ACADEMY AND ST KENTIGERN'S ACADEMY**
- **REVIEW TRANSITION ARRANGEMENTS FROM PRIMARY TO SECONDARY SCHOOL**

**CONSULTATION DOCUMENT
November 2019**

CONTENTS

SECTION 1

- 1.1 Purpose of this Document**
- 1.2 Background and Rationale**
- 1.3 School Roll Forecast**
- 1.4 Proposed New Denominational Secondary School**
- 1.5 Present Catchment Area Admission Arrangements**
- 1.6 Proposed Catchment Area Admission Arrangements**
- 1.7 Phased Population of New School**
- 1.8 Proposed Primary to Secondary Transfer Arrangements**

SECTION 2

- 2.1 The Educational Benefit Statement**

SECTION 3

- 3.1 Integrated Impact Assessment**

SECTION 4

- 4.1 Consultation Process: How To Have Your Say**

Appendices

- Appendix 1-4 Notes on Pre-Consultation Meetings
- Appendix 5 Current Denominational Secondary Catchment Areas
- Appendix 6 Proposed Winchburgh Denominational Secondary School Catchment Area Map
- Appendix 7 Proposed St Kentigern's Academy Catchment Area Map
- Appendix 8 Proposed St Margaret's Academy Catchment Area Map

SECTION ONE

This section introduces the reason for the Statutory Public Consultation

1.1 PURPOSE OF THE DOCUMENT

The purpose of this document is to advise on:

1. West Lothian Council's proposals to:
 1. Create a new denominational secondary school at Winchburgh;
 2. Review admission arrangements to establish a catchment area for the new school;
 3. Review admission arrangements arising from proposed alterations to the catchment areas at:
 - I. St Margaret's Academy; and
 - II. St Kentigern's Academy
 4. Review primary to secondary school transition arrangements at Holy Family Primary School Winchburgh, St Nicholas Primary School Broxburn and St Joseph's Primary School Linlithgow
2. The educational benefits of these proposals and how it will make things better; and
3. Information on how you can give your views and take part in the consultation process.

West Lothian Council believes that thorough and effective consultation will support better outcomes for pupils, their families and the wider community as a whole.

Public consultations are necessary when a local authority is proposing to make a change to the school estate in this case, creation of a new secondary school with establishment of a catchment area for the new school, alteration of admission arrangements by varying school catchment areas and review of transition arrangements for primary to secondary school.

To carry out a public consultation the Council requires to follow the statutory guidance outlined in the Schools (Consultation) (Scotland) Act 2010. With this in mind this document is organised into three sections:

Section 1 of this document summarises the proposals and gives background and rationale.

Section 2 contains the educational benefits statement providing an assessment of

the effects on the children/young people and their families.

Section 3 highlights the Integrated Impact Assessment (IIA) conducted by Council officers to meet statutory equality duties, assessing policies, practices and ensure compliance with legislative requirements; and

Section 4 details how West Lothian Council has organised the consultation process to meet the requirements of the legislation and how you can take part and give your views.

1.2. BACKGROUND AND RATIONALE

As part of the delivery strategy for the West Lothian Local Development Plan (LDP) and due regard to West Lothian Core Development Areas (CDA) it is proposed to establish a new denominational secondary school as a key priority.

West Lothian Council has a statutory responsibility to ensure sufficient school places, to improve the quality of the school education provided, to raise standards of education and to secure best value in available resources.

To this regard, the creation of a new education establishment offers cognisance to ongoing property developments in West Lothian, alleviates possible school capacity pressures and enables opportunity to create flexible learning spaces in schools improving the range of learning environments across the existing denominational secondary school estate.

To offer indication of school roll expectations at St Margaret's Academy and St Kentigern's Academy Section 1.3 of this report shows the 2018 Based School Roll Forecasts.

1.3 SCHOOL ROLL FORECASTS Forecast School Roll from the 2018 Based Forecasts

School Roll Forecasts are based on current trends of pupil placing requests and availability of spaces which are limited at present, especially at St Margaret's Academy. The provision of new school infrastructure is likely to significantly change future placing request demand and availability of places for pupils in the new denominational secondary school which will not have the same capacity pressures as the current denominational secondary sector in West Lothian.

St Margaret's Academy:

Capacity	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
1,100	1,091	1,108	1,141	1,160	1,188	1,225	1,240	1,263	1,275	1,282	1,284

St Kentigern's Academy:

Capacity	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
1,430	1,233	1,272	1,310	1,341	1,374	1,400	1,404	1,408	1,404	1,417	1,407

1.4 PROPOSED NEW DENOMINATIONAL SECONDARY SCHOOL

The proposed identified site at Winchburgh offers scope for delivery of a vibrant learning hub for the Winchburgh community. The site can be accessed via the B9080 to the west of Winchburgh village centre.

Proposed intention initially is the delivery of a denominational secondary school to accommodate 660 pupils. Layout and design plans are indicative at this stage and will allow for future expansion.

As a main Statutory Consultee, the Archdiocese will give consideration to the name of the new denominational secondary school with recommendations being offered accordingly.

The proposed new denominational secondary school at Winchburgh would be operational in August 2023.

1.5 PRESENT CATCHMENT AREA ADMISSION ARRANGEMENTS

Each denominational secondary school in West Lothian has a defined catchment area which consists of combined associated primary schools. The current associated primary schools for St Margaret's Academy and St Kentigern's Academy are as follows:

St Margaret's Academy:

- St John Ogilvie Primary School Livingston
- St Ninian's Primary School Livingston
- Howden St Andrew's Primary School Livingston
- St Paul's Primary School East Calder
- St Nicholas Primary School Broxburn
- Holy Family Primary School Winchburgh

St Kentigern's Academy:

- Our Lady of Lourdes Primary School Blackburn
- Our Lady's Primary School Stoneyburn
- St Anthony's Primary School Armadale
- St Columba's Primary School Boghall
- St John the Baptist Primary School
- St Joseph's Primary School Linlithgow
- St Joseph's Primary School Whitburn
- St Mary's Primary School Bathgate
- St Mary's Primary School Polbeth
- St Thomas's Primary School Addiewell

1.6 PROPOSED CATCHMENT AREA ADMISSION ARRANGEMENTS

The proposed primary school catchment for the new denominational secondary school in Winchburgh would include new and existing properties in Winchburgh and developed areas located in the existing catchments at St Margaret's Academy and St Kentigern's Academy.

It is proposed the undernoted schools will be the associated denominational primary schools for the proposed new secondary school:

- St Nicholas Primary School Broxburn moving from St Margaret's Academy catchment
- Holy Family Primary School Winchburgh moving from St Margaret's Academy catchment area
- St Joseph's Primary School Linlithgow moving from St Kentigern's Academy catchment

Area Maps identifying indicative plans for the proposed new denominational secondary school catchment area and the current and proposed catchment areas at St Margaret's Academy and St Kentigern's Academy are attached to this report.

1.7 PHASED POPULATION OF NEW SCHOOL

It is proposed the new denominational secondary school will be populated on a phased basis commencing with S1 intake in August 2023. Consecutive year stage introductions would see the school operating with S1-S6 year stages from August 2028:

School Session Commencing	August 2023	August 2024	August 2025	August 2026	August 2027	August 2028
Operational Year Stages	S1	S1 & S2	S1-S3	S1-S4	S1-S5	S1-S6

1.8 PROPOSED PRIMARY TO SECONDARY TRANSFER ARRANGEMENTS

It is recognised that populating the school on a phased basis may have implications for parents who already have children in attendance at St Margaret's Academy and St Kentigern's Academy and who have younger siblings yet to commence secondary stage education.

It is proposed that pupils living within the catchment area for the new denominational secondary school in Winchburgh who will have older siblings in attendance at the current catchment secondary schools St Margaret's Academy and St Kentigern's Academy will be permitted to attend the current catchment secondary if parents wish siblings to attend the same school.

This catchment status would remain until a younger sibling living within the catchment area of the proposed new school reaches the end of primary school education and the elder sibling has since left St Margaret's Academy or St Kentigern's Academy. The link to St Margaret's Academy and St Kentigern's Academy will have ceased and the younger sibling would be identified as being within the catchment area for the new denominational secondary school in Winchburgh.

No current secondary school pupils in West Lothian will be required to relocate to the proposed new school. Transfer of educational establishment will be considered on parental request and until such times as the required year group is operational.

SECTION TWO

This section contains the expected educational benefits to be gained should the proposals be progressed.

2.1. EDUCATIONAL BENEFIT STATEMENT

Whilst assessing the educational benefits of this proposal, the undernoted determinants are considered:

- **Curriculum For Excellence**

A key educational advantage of this proposal is that the new secondary school will be fully equipped to deliver the full breadth of Curriculum for Excellence.

Curriculum for Excellence is the national curriculum of experiences and outcomes for all pupils, 3-18 years.

The national guidance from Education Scotland encourages education authorities to ensure that curricular provisions offer opportunities for learners to achieve across all curricular areas and develop skills, attributes and capabilities through courses aligned with the 7 key principles of Curriculum for Excellence:

- challenge
- enjoyment
- breadth
- progression
- depth
- personalisation and choice
- coherence and relevance

Curriculum provisions at the proposed new school will be designed around the needs of the children and young people. The Broad General Education (S1-S3) will focus on core curricular areas, inter-disciplinary learning and also enable the career and curricular interests and the aspirations of the individual to be met. The Senior Phase (S4-S6) will allow opportunity for specialisation and depth; preparation for achievement at National Qualification level; development of skills for learning, life and work and supports achievement of a positive and sustained destination on departure from secondary education.

Practices and experiences offered to pupils at the proposed new denominational secondary school will reflect the faith dimension of the school. Religious Education and Religious Observance will afford opportunities that encourage pupils to develop an understanding of faith, commit to beliefs and values and experience opportunities for spiritual growth.

- **School Management/Staff Teams**

Teaching staff appointments at the proposed new denominational secondary school will be undertaken in accordance to West Lothian Council's statutory recruitment processes.

Should the proposal to establish the new school be progressed, a Head Teacher will be appointed well in advance of the opening of the school with the appointed Head Teacher being involved in the subsequent recruitment process for the senior management team and teaching staff fulfilment.

In addition to teaching and support staff, there will be a requirement to create and fill all staff positions associated with the day to day operations of a secondary school. Again, this will be undertaken under the terms and conditions of West Lothian Council recruitment processes.

West Lothian Council do not anticipate changes to the existing management and staff provisions at St Margaret's Academy and St Kentigern's Academy and associated primary schools as a result of the proposals. Should there be an instance where staffing adjustments are required all actions will be carried out and adhere to existing West Lothian Council statutory requirements.

- **Phased Population of School**

Adopting an approach whereby the new school is populated on a phased basis has notable advantages:

- Initial smaller cohorts will allow opportunity for the children and young people to comfortably familiarise themselves with their new environment and develop relationships with peers at an early stage this in turn encouraging pupils to become successful learners, confident individuals, responsible citizens and effective contributors.
- Early opportunities for the school community to develop and embed school policies and procedures.
- Staff and pupils will have opportunity to work together and develop a positive school ethos.
- Opportunity for management and staff to plan and deliver a well-constructed timetable encapsulating the key elements of the Broad General Education that optimises the learning experience for the initial year stages.
- Engagement of creative teaching and learning approaches in a new viable and sustainable school space can help broaden scope for attainment and achievement.
- Extensive planning will be adopted in advance to ensure that a Senior Phase

curriculum is in place for pupils as they progress through their educational pathway.

- **Admission**

Criteria for school admission will continue to be in accordance with West Lothian Council's current admission arrangements:

[West Lothian Council Primary School Admission Policy](#)

[West Lothian Council Secondary School Admission Policy](#)

Variations to existing school catchment areas are anticipated as a result of the proposed alterations highlighted in section 1.6 of this report.

- **Transition**

West Lothian Council believe that effective primary to secondary transition programmes offering stability and continuity at this key stage of education is paramount.

As the development of the new school progresses engagement activities will be arranged at the earliest opportunity to ensure potential pupils of the proposed establishment play an active role and have involvement in the development of their new school.

West Lothian Council do not anticipate impact to existing transition programmes adopted by St Margaret's Academy, St Kentigern's Academy and the associated primary schools. All schools will endeavour as always to ensure the transition process will continue to be a positive experience for those pupils involved in P7-S1 transition.

- **School Transport**

Any requests for school transport provisions to the proposed secondary school will be considered in accordance with West Lothian Council's School Transport Policy. [West Lothian Council School Transport Policy](#)

No alterations to existing entitlements and schedule of provisions are anticipated as a result of the proposed catchment developments.

- **Accommodation**

With a key focus on delivery of a viable efficient learning establishment it is paramount that West Lothian Council ensure that the proposed new school is flexible and allows the creative and multiple use of spaces by staff, pupils and the community. Layout and design plans are indicative at this stage and will be an ongoing consideration throughout the Statutory Consultation phase.

Sustainability will be a key factor in the design and construction of the proposed new school and will be incorporated into every element of the development process. Due regard will be offered to the materials used for construction, fixtures and fittings,

heating systems and lighting provisions.

The new school will be designed to promote accessible, inclusive learning which meets the needs of all learners and ensure that accessibility for learners with disabilities complies with The Equality Act 2010 - Education Reasonable Adjustments.

West Lothian Council do not foresee any alterations to provisions both internally and externally at St Margaret's Academy, St Kentigern's Academy and any of the associated primary schools as a result of the proposals being taken forward.

- **Outdoor Learning**

As with all existing education establishments in West Lothian, the proposed new school would benefit from best design practices that will offer opportunity for outdoor learning.

Both indoor and outdoor learning can inspire pupils and have a positive effect on attainment, achievement and aspirations.

- **Community Links**

In relation to the proposal to establish a new denominational secondary school in Winchburgh, West Lothian Council will work continuously with existing community groups and potential new community groups. A key focus is to ensure that strong community links are embedded at the outset of development of the new school.

The new secondary school will offer opportunity to develop strong links between the school and the Winchburgh community. Strong community links facilitates the promotion of a wide range of opportunities for users of the proposed new school and the surrounding community alike. Community interaction encourages a welcoming ethos, provides pupils with valuable life and interpersonal skills and promotes acknowledgement and respect for the local area.

The external links that St Margaret's Academy, St Kentigern's Academy and the associated primary schools have established will remain. All schools will continue to have clear and distinct associations within their local communities.

- **Parental Involvement**

Parent Forums will be established to ensure parents and carers of pupils attending the proposed newly established secondary school have opportunity to shape the strategic direction of the new school.

A key focus is the delivery of a welcoming school that is inclusive for all parent, carers, pupils and staff.

West Lothian Council do not foresee any impact to existing opportunities for parental involvement and engagement at St Margaret's Academy, St Kentigern's Academy, and associated primary schools as a result of the proposals. Parents and carers will

continue to be an integral part of the school community with their ongoing contributions and working partnerships key to the success of the school.

- **Benefits for Other School Users**

The proposed new school will provide facilities which could be used to meet the learning, leisure and social needs of the community.

The sports facilities at the proposed new school will be accessible outwith core school hours and will provide excellent opportunities for children, families and other users.

It is not envisaged that any other schools within the direct vicinity, the attending pupils and staff and any external users of these schools will be affected by the proposals being taken forward.

SECTION THREE

This section provides information on the Integrated Impact Assessment (IIA) conducted by Council officers to meet statutory equality duties, to assess policies and practices and ensure compliance with all legislative requirements.

INTEGRATED IMPACT ASSESSMENT

To meet statutory equality duties, the Council conducts an Integrated Impact Assessment (IIA) to critically assess policies and practices and ensure compliance with all legislative requirements.

The aim of an IIA is to examine policies and practices in a structured way taking account of equality, human rights and socioeconomic disadvantage (poverty) implications when making decisions, ensuring the impact within the community is recognised and addressed accordingly.

IIA screening is completed using the Council's Integrated Impact Assessment Toolkit and allows the Authority to recognise positive steps it can take to promote fairness and equality of opportunity for all.

As part of the consultation process the Council will consult with a wide range of stakeholders, staff, parents/carers and young people and will welcome and address comments on the IIA process.

The outcome of the Integrated Impact Assessment will inform the Final Consultation Report and the Council's consideration of the proposed changes prior to reaching a decision on whether they should be implemented.

SECTION FOUR

This section provides information on how West Lothian Council has organised the consultation process for the proposals contained within this document. It also provides information on how you can take part and give your views.

In terms of the Schools (Consultation) (Scotland) Act 2010, any proposal to create a new education establishment with an associated school catchment area, alteration of admission arrangements by varying the catchment area of a school and review of primary to secondary school transition requires a formal consultation process.

The Schools (Consultation) (Scotland) Act 2010, as amended by the Children and Young People (Scotland) Act 2014, sets out the statutory consultation requirements.

The statutory consultees are prescribed as follows:

- the Parent Council or Combined Parent Council of any affected school
- the parents of the pupils at any affected school
- 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
- the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity)
- the staff (teaching and other) at any affected school
- any trade union which appears to the education authority to be representative of the persons mentioned in bullet point above
- the community council (if any)
- the community planning partnership (within the meaning of section 4(5) of the Community Empowerment (Scotland) Act 2015 for the area the local authority in which any affected school is situated.
- any other community planning partnership that the education authority considers relevant
- any other education authority that the education authority considers relevant
- any other users of any affected school that the education authority considers relevant
- in relation to any relevant proposal which affects a denominational school, the Church, Denominational Body or Scottish Hierarchy of the Roman Catholic Church.

As stated in the terms of the Schools (Consultation) (Scotland) Act 2010 statutory consultation periods should last a minimum of six weeks continuous and incorporate a minimum of 30 school days (excluding school holidays). Therefore the consultation period for this particular proposal will run from TBC 2019 until TBC 2019.

The consultation paper will be made available for reference electronically and in paper

format.

Public meetings will be held in respect of the proposals at the venues listed below:

Location	Date/Time
TBC	TBC

These meetings will give interested parties a formal opportunity to express their views.

Representatives of the Council will be present at the meetings to outline the proposals, facilitate discussions and answer questions.

The Council website contains information on the consultation. The web address is: www.westlothian.gov.uk/education

During the consultation period any views on this proposal should be sent in writing to the address given below:

Melanie Laurie, Education Project Officer, Education Services, Civic Centre, Howden Road South, EH54 6FF

Responses can also be made by e-mail to Education.Consultation@westlothian.gov.uk

All responses to be received by no later than 5.00pm TBC.

Consultation Timeline:

Following the end of the Consultation period West Lothian Council must provide Education Scotland with a report detailing all findings pertaining to the Consultation period.

All written and oral comments received during the consultation process are recorded and represented in said report, along with the Council's response to those comments.

Education Scotland will consider the Council submission and advise their response accordingly.

West Lothian Council will ensure that considerations received from Education Scotland are included in the Final Consultation Report. This Final Report will be made available and notification will be given to those individuals or groups that have made representations during the Consultation period.

West Lothian Council will not make any decisions, or put any changes into effect until the Final Consultation Report has been concluded, published and subsequently presented to the Education Executive on TBC.

The above Consultation Timeline encompasses statutory legislative requirements detailed as per Schools (Consultation)(Scotland) Act 2010

West Lothian Council, proposal to establish a new denominational secondary school at Winchburgh and review of admission arrangements arising from denominational school catchment area variations at St Margaret's Academy and St Kentigern's Academy

If you would like a copy of this document please call MELANIE LAURIE 01506 281666. GIVING YOUR NAME ADDRESS AND THE LANGUAGE YOU WOULD LIKE THE DOCUMENT TRANSLATED IN TO

West Lothian Council, propozycja powołania nowej wyznaniowej szkoły ponadpodstawowej w Winchburg oraz zweryfikowania zasad przyjęcia w związku ze zmianą rejonizacji szkoły wyznaniowej dla szkół St Margaret's Academy oraz St Kentigern's Academy

Aby otrzymać kopię tego dokumentu, prosimy zadzwonić do MELANIE LAURIE 01506 281666. NALEŻY PODAĆ SWOJE NAZWISKO, ADRES ORAZ JĘZYK, NA KTÓRY DOKUMENT MA BYĆ PRZETŁUMACZONY

Vestloziānas domes (West Lothian Council) priekšlikums izveidot jaunu konfesionālu vidusskolu Vinčburgā (Winchburgh) un pārskatīt uzņemšanas kārtību sakarā ar konfesionālo skolu – St Margaret's akadēmijas un St Kentigern's akadēmijas – mikrorajonu izmaiņām

Ja jūs vēlaties saņemt šī dokumenta eksemplāru, lūdzam zvanīt MELANIE LAURIE uz 01506 281666. JUMS JĀNORĀDA JŪSU VĀRDS, UZVĀRDS UN ADRESE, KĀ ARĪ VALODA, KURĀ JŪS VĒLATIES ŠO DOKUMENTU SANEMT

ویسٹ لوٹھین کونسل کی ونچبرگ پر ایک غیر فرقہ وارانہ سیکنڈری اسکول قائم کرنے کی تجویز اور سینٹ مارگریٹس اکیڈمی اور سینٹ کینٹیجرنز اکیڈمی پر ایک غیر فرقہ وارانہ سیکنڈری اسکول کے اردگرد کے علاقے میں تبدیلیوں سے سامنے آنے والے داخلے کے انتظامات کا جائزہ۔

اگر آپ کو اس دستاویز کی ایک نقل چاہیے تو برائے مہربانی میلینی لوری کو 01506 281666 پر فون کریں۔ اپنا نام، پتہ اور اس زبان کے بارے میں بتاتے ہوئے جس میں آپ اس دستاویز کا ترجمہ کروانا چاہیں گے۔

العرض المقدم من بلدية ويست لوٹیان West Lothian لتأسيس مدرسة ثانوية دينية في وينشبارہ Winchburgh وإعادة النظر حول الترتيبات المتعلقة بالقبول المدرسي الناشئة عن التغييرات حول منطقة القبول العائدة للمدارس الدينية وهي أكاديمية سانت مارغريت St Margaret وأكاديمية سانت كينتيجرين St Kentigern

وإذا رغبت بالحصول على نسخة من هذه الوثيقة ، فيرجى منك الاتصال على ميلاني لوري MELANIE LAURIE على رقم الهاتف: 01506 281666 وذكر اسمك وعنوانك واللغة التي ترغب بأن تتم ترجمة هذه الوثيقة إليها .

ওয়েস্ট লোথিয়ান কাউন্সিল, উইঞ্চবারা-তে কোন বিশেষ ধর্মীয় গোষ্ঠীভুক্ত নয় এরকম একটা সেকেন্ডারী স্কুলের প্রতিষ্ঠা করার প্রস্তাব এবং সেন্ট মার্গারেটস একাডেমী এবং সেন্ট কেন্টিগার্নস একাডেমীর (St Kentigern's Academy) কোন বিশেষ ধর্মীয় গোষ্ঠীভুক্ত নয় এরকম ক্যাচমেন্ট এরিয়ার তফাৎগুলির থেকে ওঠা ভর্তি হওয়ার বন্দোবস্তের পুনর্বিচার।

আপনি যদি এই কাগজটির একটা কপি চান, তাহলে দয়া করে 01506 281666 (০১৫০৬ ২৮১৬৬৬) নম্বরে মেলানী লরীকে (MELANIE LAURIE) টেলিফোন করে আপনার নাম, ঠিকানা এবং কোন্ ভাষায় আপনি এই কাগজটি অনুবাদ করা আপনি চান তা জানাবেন

West Lothian 市政府，提议在Winchburgh建立一所新的教派中学，并审查因St Margaret Academy和St Kentigern Academy两所教派学校的不同学区而导致的招生安排。

如果您想要获得本文件的一份副本，请致电MELANIE LAURIE 01506 281666，提供您的姓名地址并说明您希望该文件被翻译为什么语言。

西洛錫安議會關於在Winchburgh（文氣堡）建立一所新的非宗教性中等學校的建議以及由于非宗教性的St Margaret's Academy（圣瑪格麗特中學）和St Kentigern's Academy（圣肯體根中學）的學校規劃統計區的變化而引起的對入學安排的審核

如果您想要一份本文檔的副本，請致電給 MELANIE LAURIE，號碼是 01506 281666。請將您的姓名、地址和希望將該文件翻譯成的語言告訴我們。

Vakarų Lothian savivaldybės pasiūlymas įkurti naują denominacinę vidurinę mokyklą Winchburgh'e ir peržiūrėti priėmimo tvarką, kurią sąlygoja alternatyvūs denominacinės vidurinės mokyklos pasiekiamumo zonų variantai: Šv. Margaret akademija ir šv. Kentigern's akademija.

Jei norite šios dokumento kopijos, susisiekite su MELANIE LAURIE telefonu 01506 281666. PATEIKITE SAVO VARDĄ, PAVARDĘ, ADRESĄ IR KALBĄ, JKURIAJ NORĖTUMĖTE, KAD BŪTŲ IŠVERSTAS ŠIS DOKUMENTAS.

Appendix 3

WEST LOTHIAN COUNCIL
**PROPOSED ESTABLISHMENT OF NEW DENOMINATIONAL SECONDARY
SCHOOL IN WINCHBURGH**

**MINUTES OF PRE CONSULTATION MEETING
BROXBURN PARISH HALL
TUESDAY 10TH SEPTEMBER 2019, 6.30pm**

Representation from West Lothian Council:

James Cameron, Head of Education (Learning, Policy and Resources)

Melanie Laurie, Education Project Officer

Introductions and Overview

Aims of Pre Consultation Exercise:

- Information sharing opportunity - explanation and reasoning behind proposal
- Opportunity to capture thoughts/ideas/questions from the community
- Integral engagement and research process - information gathered being used to develop an informed and defined proposal moving forward to Statutory Consultation.

Summary of Proposal:

- Creation of a new denominational secondary school in Winchburgh
- Review primary to secondary school association at:
 - Holy Family Primary School
 - St Nicholas Primary School Broxburn
 - St Joseph's Primary School Linlithgow
- Review catchment area variations at St Margaret's Academy and St Kentigern's Academy

Rationale:

- To meet demands of housing developments in the area
- Ensure new housing developments have designated catchment schools
- Review of current and predicted pupil roll figures at St Margaret's Academy and St Kentigern's Academy and the implications arising from new housing developments
- West Lothian Council commitment to providing quality and long term sustainable educational provisions

Proposed Site:

- B9080 west of Winchburgh village centre
- Initial school building provision will accommodate 660 pupils
- Flexible design allowing for future expansion to accommodate 1320 pupils
- Planning intention to commence on site 2020 with occupation 2023

Group Discussion

- When will Winchburgh Academy and the new denominational secondary school open?
Response:
Intention is for Winchburgh Academy to be occupied in 2022 with occupation of the new denominational secondary school in August 2023.
- In response to this comment, meeting attendees unanimously stated their desire for both secondary schools to be delivered at the same time
Response:
Officers thanked attendees for their comments. This was noted and will be taken forward for consideration as the Statutory Consultation progresses
- How will you transition the children? How will the school building be populated?
Response:
In addition to the Education Services proposed introduction of S1 stage from 2023, other options have been proposed by Parent Council representatives:
 - Establish the new denominational secondary school in 2022 with the S1 pupils being hosted at the existing catchment denominational secondary school
 - Establish the denominational secondary school in 2022 with the S1 pupils being hosted in the Winchburgh Academy building. In Aug 2023 both the S1 and S2 cohorts would move in to the new denominational secondary building
- In response to this explanation, meeting attendees again expressed preference was that both secondary schools are delivered and operational at the same time and that a phased delivery was not favoured.
Response:
Officers duly noted this response and will take forward for consideration
- Are you sure about the landfill site, are ground conditions ok?
Response:
As part of the planning application, ground conditions have been thoroughly investigated. An in-depth remediation strategy has been employed.
The school infrastructure will not be constructed on the previous landfill areas. The schools will be delivered on an area of agricultural land.
Meeting attendees were directed to the West Lothian Council dedicated web page offering information on the planning and delivery elements of the proposal.
- Those meeting attendees already familiar with the web page commented favourably on the content
- Will St Margaret's Academy pupils have the option to move to the new school?
Response:
As the initial proposal is to deliver year stages on a phased basis, pupils will only be able to transfer if and when their particular year stage is operational.
Moving on from this, attendees were offered an explanation of West Lothian Council's Sibling Link Guarantee and were directed to Section 1 of the Draft Consultation Paper. It was explained that pupils living within the catchment area for the new denominational secondary school in Winchburgh who will have older siblings in attendance at the current catchment secondary schools St Margaret's Academy and St Kentigern's Academy will be permitted to attend the current catchment secondary if parents wish siblings to attend the same school.

This catchment status would remain until a younger sibling living within the catchment area of the proposed new school reaches the end of primary school education and the elder sibling has since left St Margaret's Academy or St Kentigern's Academy. The link to both these secondary schools will have ceased and the younger sibling would be identified as being in the catchment area for the new denominational secondary school in Winchburgh

- In response to the proposed phased introduction of year stages, meeting attendees commented that delivery of a full school cohort S1-S6 is more preferable and a phased introduction of year stages is less favoured.
Questions were raised as to how viable having purely an S1 cohort occupying the building would be.
Concerns were raised in relation to provision of quality education for a single year stage.
Response:
Attendees were advised that comments were noted for the minute.
In relation to education provisions it was further explained that West Lothian Council has an obligation to adhere to and provide a Broad General Education to all S1-S3 pupils. Benefits of phased year stage introduction were offered to the group for consideration. It was advised that initial smaller cohorts will allow opportunity for pupils and staff to work together and develop a positive school ethos. A phased year stage introduction would allow opportunity for staff to plan and deliver a well-constructed timetable focusing on key elements of the Broad General Education. Pupils would have opportunity to comfortably familiarise themselves with their new environment and develop relationships with peers at an early stage.
- What will be the name of the new school?
Response:
The Archdiocese is a Statutory Consultee and will make recommendations to West Lothian Council on a proposed name for the new school. This recommendation will be considered by the Education Executive at the end of the Statutory Consultation process.
- Meeting attendees request that the community and in particular the forthcoming pupils of the new school are involved in the naming process.
Response:
Comments noted.
- Discussions ensued in relation to the planning elements of the proposal with road infrastructure, parking provisions, design and layout and impact on the environment raised for comment.
Response:
In response, it was advised that two separate consultations are conducted, a Planning Application Consultation and a Statutory Education Consultation.
Planning consultations have been conducted as part of the statutory planning application process.
Attendees are advised that further information in relation school design orientation and layout will be made readily available during the Education Statutory Consultation process whereby planning officers and architects will be in attendance to assist with enquiries.
Attendees were again directed to the dedicated West Lothian Council web page offering details on the design and planning process.

Next Steps

- Pre-Consultation engagement sessions to be conducted during September 2019
- Officers will prepare a report on the findings of the Pre-Consultation meetings and deliver to Education Executive in November 2019
- Statutory Consultation period - November 2019
- Outcome of Statutory Consultation Report submitted to Education Scotland for review – mid January/early February 2020
- West Lothian Council prepare and publish final Consultation Paper – early March 2020
- 24 March 2020 – West Lothian Council Education Executive meet to review final Consultation Paper and make final decision on proposal

Close

Group were thanked for their attendance and participation in discussions.

Appendix 4

WEST LOTHIAN COUNCIL
**PROPOSED ESTABLISHMENT OF NEW DENOMINATIONAL SECONDARY
SCHOOL IN WINCHBURGH**

**MINUTES OF PRE CONSULTATION MEETING
HOLY FAMILY PRIMARY SCHOOL
THURSDAY 19 SEPTEMBER 2019, 6.30pm**

Present:

Panel Members:

James Cameron, Head of Education (Learning, Policy and Resources)
Catherine Campbell, Senior Education Development Officer
Andrew Cotton, Senior Education Planning Officer
Melanie Laurie, Education Project Officer

Representation from:

Head Teacher Holy Family Primary School
Holy Family Primary School community

Introductions and Overview

Aims of Pre Consultation Meeting:

- Information sharing opportunity - explanation and reasoning behind proposal
- Opportunity to capture thoughts/ideas/questions from the community
- Integral engagement and research process - information gathered being used to develop an informed and defined Consultation Paper moving forward to Statutory Consultation.

Summary of Proposal:

- Creation of a new denominational secondary school in Winchburgh
- Proposed catchment area variations at St Margaret's Academy and St Kentigern's Academy
- Review primary to secondary school associations at Holy Family Primary School, St Nicholas Primary School and St Joseph's Primary School Linlithgow

Group Discussion

- A meeting attendee commenced discussions by stating that it would be preferred that the new secondary school is established and delivered as a full S1-S6 cohort rather than phased year stages. It was stated that it was felt there was no logic in phasing year stages when the building is fully operational.
Response:
Comment duly noted for the purpose of the minute.
- In response to West Lothian Council's initial proposal to occupy the new school in 2023 with an S1 cohort, Holy Family Primary School Parent Council representatives put forward possible school establishment/opening suggestions:

- New denominational secondary school opening in 2022 at the same time as the non-denominational secondary and the relocated Holy family Primary School
- Occupy the new denominational secondary in 2023 however actually establish the school a year earlier in 2022. On occupation in 2023 the school would be open for S1 and S2 pupils (existing P4 and P5 pupils). The current P5 pupils will spend their first year of secondary school being hosted at St Margaret's Academy until the new school building is ready for occupation in 2023.
- Occupy the new denominational secondary in 2022 however establish the school in 2021. On occupation in 2022 the school would be open for S1 and S2 pupils (current P5 and P6 pupils). The current P6 pupils will spend their first year of secondary school being hosted at St Margaret's Academy.

Parent Council members highlighted that currently at Holy Family Primary School P4 and P6 are the largest cohorts in the school and could have a bearing on the new school intake.

Response:

Noted.

- A further comment/suggestion was made that West Lothian Council should consider an initial S1-S3 year stage introduction

Response:

Again, this comment was noted and will be offered due consideration moving forward. It was explained by officers that by adopting this approach there were factors for parent consideration:

- This approach would involve the existing P4 pupils automatically being in the catchment of the new denominational secondary for commencement of S1 in 2023. Existing P5 and P6 pupils will already be in attendance at St Margaret's Academy and should parents wish to move their child to the new school they would be required to make a placing request. There would be no automatic transfer to the new school.
 - Meeting attendees were asked to consider the possibility that whilst S2/S3 provisions would be available at the outset of the new school, pupils may opt not to move from St Margaret's Academy. No pupil would ever be forced by West Lothian Council to change school.
- Overall, the suggestion from meeting attendees of a possible S1-S3 intake was well received by meeting attendees. Parents suggested that by educating their child and preparing them in advance, the children and young people would be familiar with and in acceptance of a S2/S3 move from St Margaret's Academy to the new Winchburgh School.
- Council officers advised that whilst it is envisaged that pupil numbers will be relatively low on commencement of both the new secondary schools it is anticipated that pupil numbers will grow quickly.

It was further explained that both new secondary schools may be subject to placing requests from out with West Lothian. In adherence of admission policies, there are certain grounds that the authority can refuse a placing request e.g. if approving the place would make it necessary to take on an additional member of staff, or if granting the place would increase school expenditure. Should a placing request be made from out with West

Lothian and all statutory criteria is met there would be no grounds for West Lothian Council to refuse placement.

- Council officers were asked how many teachers there would be in the new denominational secondary.
Response:
- Attendees were advised that well in advance of occupation of the new school, a Head Teacher and Management Team would be appointed. From there, a full staff entitlement will be established, this includes teaching staff, support and administration and all other staffing requirements to facilitate day to day operations.
- It was put to Council officers for consideration, the possibility of both established secondary schools occupying the non -denominational building at the same time until the denominational building is ready i.e. sharing a building.
Response:
Comment was noted accordingly.
- A meeting attendee questioned the value of the new building.
Response:
It was advised that £62m is allocated for delivery of the 2 new secondary schools and the denominational primary school.
- In relation to the community facilities, a question was raised as to how this would be managed during and out with school hours.
Response:
To date, no final decision has been made in relation to the management of community facilities. A possible option would be for West Lothian Leisure to take over the management of facilities from 6pm weekdays and 1pm on Saturdays. It was stressed that during the school day, priority will be given to school usage requirements.
- As discussions ensued in relation to the name of the school, officers responded by advising that when naming a denominational school, the Archdiocese being the main consultee, would recommend to the authority the selected name. It was further explained to the group that should the denominational community wish involvement in naming the new school this would be for discussion between the community and the Archdiocese.
- A group member highlighted concerns that opening the new school on a phased basis would be detrimental to their child in the way that there would be no older peer group for them, little support from older pupils. Could it be that the younger year stages would be missing out on learning valuable life skills from older pupils?
Response:
Comment was acknowledged. Officers moved on to explain how initial small cohorts will allow opportunity for staff and pupils to build upon the ethos and values of the school. It will allow both staff and pupils a sense of ownership.
- In relation to delivery schedules, a meeting attendee asked what considerations have been made on associated risks and the impact these risks will have on programme delivery.
Response:
Group were advised that programme scoping has been conducted. It is recognised as with any project there will indeed be potential risks that can hinder delivery for example, severe winter conditions. The outside partners working on this project, construction and

architects are working collaboratively to ensure delivery within the intimated schedule. Each of these companies have strong links with West Lothian Council having offered services previously on other school estate projects.

- Prior to the meeting close, those meeting attendees involved with Holy Family Primary School Parent Council passed on queries they wish noted as the Statutory Consultation progresses:
 - Gender neutral toilets and changing rooms – Parent Council feel this is not a good idea when considering the vulnerability of pupils at secondary stage level.
 - After school curricular activities – if the school is to be occupied on a phased basis as proposed, will there be the same depth of choice as those pupils attending fully established schools?
 - What plans will be implemented to minimise sectarianism?

Response:

Parent Council members were thanked for their comments/questions with it being advised that these matters will be addressed moving forward.

Next Steps

- Collate and review feedback received from pre consultation discussions
- November 2019 - West Lothian Council Education Executive consider outcome of pre consultation and agree progression to Statutory Consultation phase
- Statutory Public Consultation Period – November/December 2019
- West Lothian Council submit report on findings of the Statutory Public Consultation to Education Scotland for review – mid January/early February 2020
- Early March 2020 - West Lothian Council prepare and publish final Consultation Paper
- Education Executive review final Consultation Paper and make final decision on proposal – 24 March 2020.

Close

Group were thanked for their attendance and participation in discussions.

Appendix 5

WEST LOTHIAN COUNCIL

PROPOSED ESTABLISHMENT OF NEW DENOMINATIONAL SECONDARY SCHOOL AT WINCHBURGH

MINUTES OF PRE CONSULTATION SESSION ST JOSEPH'S PRIMARY SCHOOL, LINLITHGOW MONDAY 23 SEPTEMBER 2019, 6.00pm

Present:

Panel Members:

James Cameron, Head of Education (Learning, Policy and Resources)
Catherine Campbell, Senior Education Development Officer
Andrew Cotton, Senior Education Planning Officer
Melanie Laurie, Education Project Officer

Representation from:

Head Teacher St Joseph's RC School, Linlithgow
St. Joseph's RC School, Linlithgow

Introductions and Overview

Aims of Consultation Meeting:

- Information sharing opportunity - explanation and reasons behind proposal
- Initiate dialogue between consultees
- Opportunity to capture thoughts/ideas/questions
- Invaluable engagement and research process - information gathered being used to develop an informed and defined Consultation Paper moving forward.

Summary of Proposal:

- Creation of a new denominational secondary school in Winchburgh
- Proposed catchment area variations at St Margaret's Academy and St Kentigern's Academy
- Review primary to secondary school associations at Holy Family Primary School, St Nicholas Primary School and St Joseph's Primary School Linlithgow

Next Steps

- Collate and review feedback received from pre consultation discussions
- November 2019 - West Lothian Council Education Executive consider outcome of pre consultation and agree progression to Statutory Consultation phase
- Statutory Public Consultation Period – November/December 2019
- West Lothian Council submit report on findings of the Statutory Public Consultation to Education Scotland for review – mid January/early February 2020
- Early March 2020 - West Lothian Council prepare and publish final Consultation Paper
- Education Executive review final Consultation Paper and make final decision on proposal – 24 March 2020.

Group Discussion

- An attendee asked if the planned opening date of 2023 was realistic.

Response:

Officers advised that 2023 was the original planning date for opening of all the denominational school.

- Concerns were raised by several attendees regarding the possible impact of the different proposed opening dates for the secondary schools on the early establishment and perceived cultural ownership of the new schools.

Response:

The Head of Education noted these comments and assured that these would be captured in the report. Officers advised that the school design has the capability for integration and shared working. Schools will share the PE facilities. Staff will be appointed in advance of schools opening bringing opportunities for joint working.

- A meeting attendee questioned the dependency of Winchburgh housing development on the construction of the new school.

Response:

Officers explained that Winchburgh Developments Ltd were responsible for remediating the land for construction. Handover to the Council was anticipated next year. Officers indicated that the biggest risk factors to project completion were perhaps the planning and/or statutory consultation processes although no issues had been highlighted to date.

- A concern was raised by an attendee about the establishment of a new school for S1 pupils only.

Response:

Comment noted. Officers explained that newly established schools in the past and more recently at Bertha Park in Perth found younger pupils often fully embraced the opportunities presented to them. Pupils transitioning to the new school may benefit from meeting with pupils who have had a similar experience albeit at a different establishment.

- In response one attendee noted that they had started their education in England in this manner, had found the experience a positive one and thought their own children would too.

- Further to this, an attendee noted that although the initial capacity of the secondary schools was relatively small 660 pupils this might in fact bring many advantages.

Response:

Comment noted. Officers explained that the school will be staffed to deliver the full Broad General Education curriculum but may offer advantages of smaller class sizes and greater opportunities for curriculum development across the two schools. Small schools can also be very vibrant and offer more leadership opportunities to young people.

- An attendee commented that historically parents sent their children to St. Mary's Secondary in Bathgate. However, since the catchment changed to St. Kentigern's

Academy more placing requests have been made to Linlithgow Academy. In response to this another attendee asked for clarification regarding the catchment of denominational primary pupils to Linlithgow Academy.

Response:

Comment noted. Officers explained that authority policy ensures that every household in West Lothian is provided with a denominational and non-denominational primary and secondary catchment school. However, once enrolled it is the primary schools associated secondary school that determines the associated secondary school. For St. Joseph's RC this is currently St. Kentigern's Academy. Officers explained that all placing requests to Linlithgow Academy by St. Joseph's RC children had been met in the last ten years but roll projections indicate that this may not be sustainable.

- Question with regard to how much support the school requires from St. Josephs' families for pupil roll/numbers.

Response:

Officers confirmed that the project was well advanced and projected school rolls had taken different scenarios into account e.g. low, medium and high uptake. All scenarios reflected a requirement for a new denominational school. Officers acknowledged that numbers of St Joseph's children opting to attend a denominational secondary school has been low over the last 10 years. Officers projected intake for the new S1 to be 50-60 children from St. Nicholas RC, Broxburn, 30 children from Holy Family RC, Winchburgh and 20 children from St. Joseph's RC, Linlithgow. No projections were offered for possible placing requests but officers anticipated that there would be some from within and out with the authority.

- In response one attendee sought some reassurance that the attainment aspirations of the new school would be similar to that of Linlithgow Academy.

Response:

Officers anticipated that the new school would attract a high calibre of staff at all levels. The new Head Teacher would have a unique opportunity to appoint teachers with the skills and qualities to utilise the new school facilities to maximum effect.

- Group discussions ensued in relation to what the advantages were of sending children to the new Winchburgh denominational secondary school.

Response:

One respondent noted the ability to continue with a Catholic education. Another attendee noted the improved attainment at West Calder High School since its opening. Others noted the advantages of smaller class sizes, less anxiety at point of transition from primary school, the new school facilities, updated technology, new enthusiastic teachers and shorter travel distance to Winchburgh than to Blackburn.

- An attendee indicated that they were aware of Kirkliston families' interest in the new school and enquired whether any arrangements had been made with these families and Edinburgh Council.

Response:

It was clarified that officers did have initial discussions with Edinburgh Council but no formal arrangements were arrived at. However, officers explained that they do anticipate placing requests for the Winchburgh schools which are likely to be met with available capacity in the schools.

- It was asked how a sense of community will be established between Winchburgh and Linlithgow prior to the new school opening.

Response:

Officers explained that an external agency Space Zero had been appointed to develop the branding of the new schools. This will establish groups who will have an input with regard to school values, uniform and community issues i.e. naming of the schools and will comprise of staff, pupils and parents from the catchment communities.

The Head of Education explained that the Archdiocese is a Statutory Consultee and will make recommendations to the Council on the name of the new school.

- A group member asked for clarification regarding the ASN support provision within the schools.

Response: Officers explained that small group setting accommodation are designed into the new secondary school. For each school the same support staffing would be in place.

- A question was raised regarding the support provided for pupil's out with the catchment areas and pupils already established in other schools.

Response:

Comment noted. Officers explained that the final report would address this in the Educational Benefit statement if proposed.

- A question was raised regarding the planning application process.

Response:

Officers explained the process by which members of the public can respond to planning applications and be notified of decisions. The link to the new Winchburgh Schools website was displayed illustrating the stages of the planning process and PDF layouts of the new schools.

- A query about transportation to the new school for Linlithgow children was raised.

Response:

Officers explained that for any pupil of secondary age transport will be provided if travel distances were over 2.0 miles. The same applies to primary pupils with travel distances over 1.5 miles. Officers indicated that these distances are generous compared to statutory provision. In summary officers concluded that Linlithgow children would be entitled to transport to the new school.

Close

Group were thanked for their attendance and participation in discussions.

Appendix 6

WEST LOTHIAN COUNCIL

PROPOSED ESTABLISHMENT OF NEW DENOMINATIONAL SECONDARY SCHOOL IN WINCHBURGH

MINUTES OF PRE CONSULTATION MEETING ST NICHOLAS PRIMARY SCHOOL MONDAY 30 SEPTEMBER 2019, 6.00pm

Present:

Panel Members:

James Cameron, Head of Education (Learning, Policy and Resources)

Melanie Laurie, Education Project Officer

Representation from:

Head Teacher St Nicholas Primary School

St Nicholas Primary School Community

Introductions and Overview

Aims of Pre Consultation Meeting:

- Information sharing opportunity - explanation and reasoning behind proposal
- Opportunity to capture thoughts/ideas/questions from the community
- Integral engagement and research process - information gathered being used to develop an informed and defined Consultation Paper moving forward to Statutory Consultation.

Summary of Proposal:

- Creation of a new denominational secondary school in Winchburgh
- Proposed catchment area variations at St Margaret's Academy and St Kentigern's Academy
- Review primary to secondary school associations at Holy Family Primary School, St Nicholas Primary School and St Joseph's Primary School Linlithgow

Group Discussion

- A meeting attendee commenced discussions by questioning access to sports facilities and raised a concern that pupils will be walking on/near vehicular access routes to reach sports facilities.
Response:
Comment noted for the purpose of the minute.
Officers advised that on site walking routes will be implemented to ensure safe access for pupils. It was advised that pupil access to sport facilities will not be shared with vehicle entrance/exit areas.
Attendees were advised that matters pertaining to design elements of the proposed development are welcomed and will be addressed accordingly as part the Planning Consultation with it being further explained that the purpose of this evenings meeting was

to focus on the educational benefits of establishing a new denominational secondary school and proposed review of primary to secondary school associations.

- A question was raised in relation to pupil transport eligibility and whether there will be any changes.

Response:

Officers explained that West Lothian Council School Transport Policy indicates school transport will be provided for secondary stage pupils if the travel distance is over 2.0 miles, for primary aged pupils the distance is 1.5 miles. These distances are less than statutory guidelines.

Officers confirmed that there are currently no plans for amendment to existing school transport provisions and that all entitlements will continue to adhere to West Lothian Council School Transport Policy.

- A further question was asked in relation to possible new bus routes from Broxburn to Winchburgh.

Response:

Attendees were advised that as yet, no specific new bus routes had been confirmed. Dialogue in relation to public roads and bus route realignments are ongoing.

- Discussions ensued in relation to the establishment and occupation of the new secondary school and a possible initial intake of S1-S3 cohorts. A question was asked as to how the school would be staffed to accommodate S1-S3 year stage pupils.

Response:

Officers confirmed that a Head Teacher and Management Team would be appointed well in advance of occupation of the new school. From there, a full teaching staff entitlement will be established.

It was further advised that initially guidance staff caseloads will be smaller due to fewer pupil numbers occupying the school however staff numbers and scheduling will incrementally increase as pupil numbers rise.

Attendees were also offered for consideration the possibility of collaboration with the proposed new non-denominational secondary school. This situation already exists and proves successful in the current delivery of Senior Phase Education (S4-S6). Adopting a similar approach in the delivery of the Broad General Education (S1-S3) would have notable benefits for pupils from both establishments.

Council officers advised that whilst it is envisaged that pupil numbers will be relatively low on commencement of both the new secondary schools it is anticipated that pupil numbers will grow quickly.

- Attendees commented that if the new school was to open initially only for S1 pupils there would be no older peer group to offer support and gain experience from. The lack of support and encouragement and lack of sharing life skills and character building opportunities with senior pupils was highlighted by certain meeting attendees as a concern.

Response:

Meeting attendees were thanked for their comments which were noted for the minute. Officers moved on to explain some benefits of implementing smaller cohorts for example, opportunity for staff and pupils to work together to develop the values and ethos of the new school. Pupils will have a sense of ownership as they comfortably familiarise themselves in their new environment.

- Moving on from this, a further comment was made in relation to the impact having purely an S1 year stage would have on delivery of a broader education for example, team sports, music participation.

Response:

This comment was noted accordingly.

Officers advised that this would be something that the Head Teacher would endeavour to address accordingly. Collaboration with local schools may be a possible solution.

- When asked if there are any proposals to establish a new secondary school in Broxburn, attendees were advised that due to anticipated projected pupil numbers as a result of housing developments in Winchburgh the two new secondary schools at Winchburgh take priority. There are no considerations for a new secondary school in Broxburn.

- A question was raised in relation to the entitlement of younger siblings to attend the existing associated secondary school St Margaret's Academy

Response:

Officers explained that pupils living within the catchment area for the new school who will have older siblings in attendance at St Margaret's Academy will be permitted to attend the current associated secondary if parents wish siblings to attend the same school.

This catchment status would remain until a younger sibling living within the catchment of the proposed new school reaches the end of P7 education at St Nicholas Primary School and the elder sibling has since left St Margaret's Academy. The link to St Margaret's will have ceased and the younger sibling will be identified as being in the catchment for the new denominational secondary school

- When asked whether the funding for the new school was secured Council officers explained that every housing developer in West Lothian has a planning obligation to make a financial contribution towards the delivery of required denominational schools. To this regard, previous funding contributions have been allocated for the delivery of the anticipated new denominational secondary school.

- It was asked if West Lothian Council has a contingency should the new school not be delivered on time.

Response:

It was advised that should any unforeseen circumstances impact delivery of the new school the appropriate contingency measures will be adopted.

- When discussing occupation dates for both new secondary schools it was suggested by a meeting attendee that there may be possibility that denominational children may opt to go to the non-denominational secondary school in the first instance seeing as this is scheduled to open in 2022, a year earlier than the denominational. This could lead to pupils opting not to move to the new denominational secondary on delivery in 2023.

Response:

Officers noted this comment for the minute.

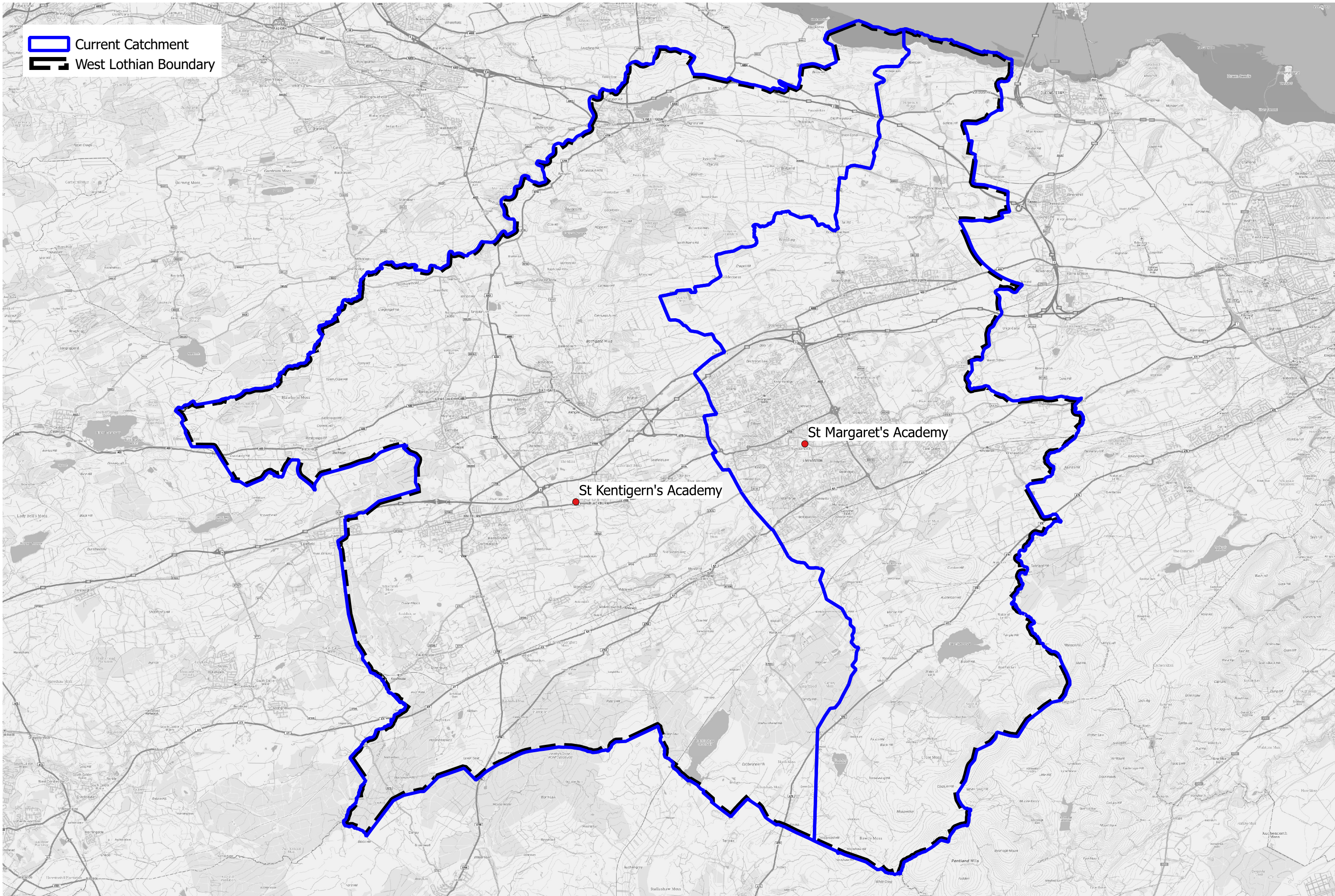
Next Steps

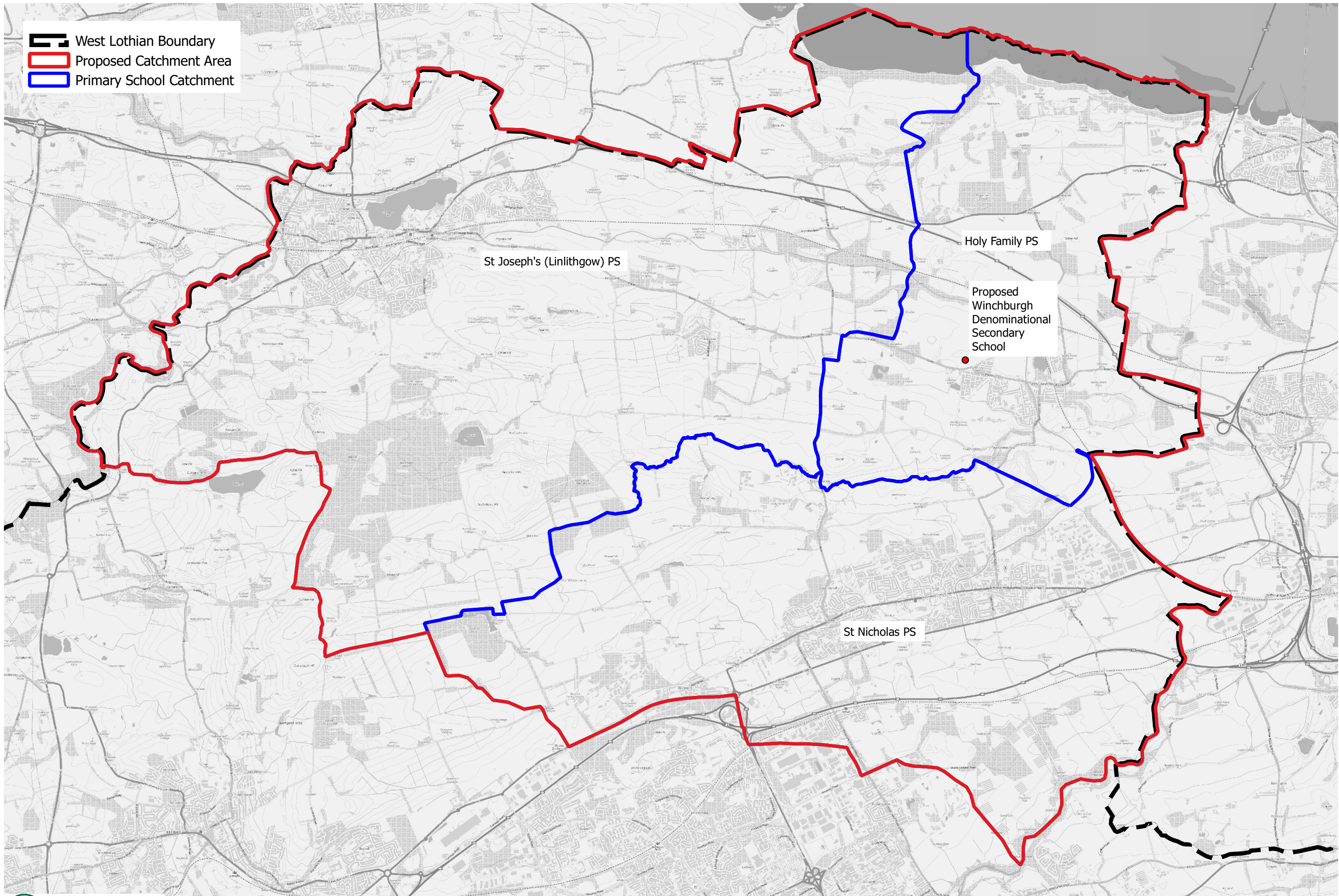
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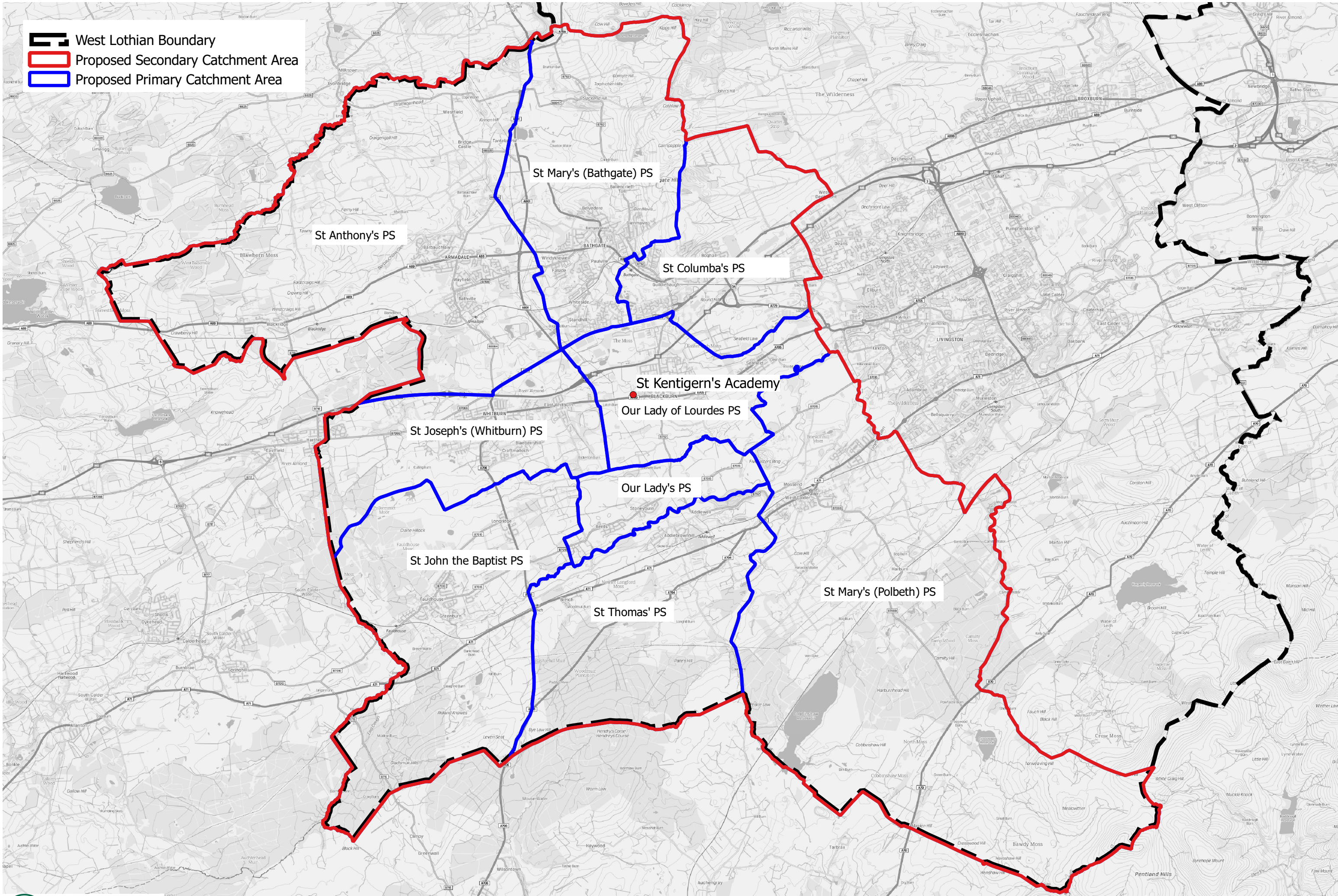
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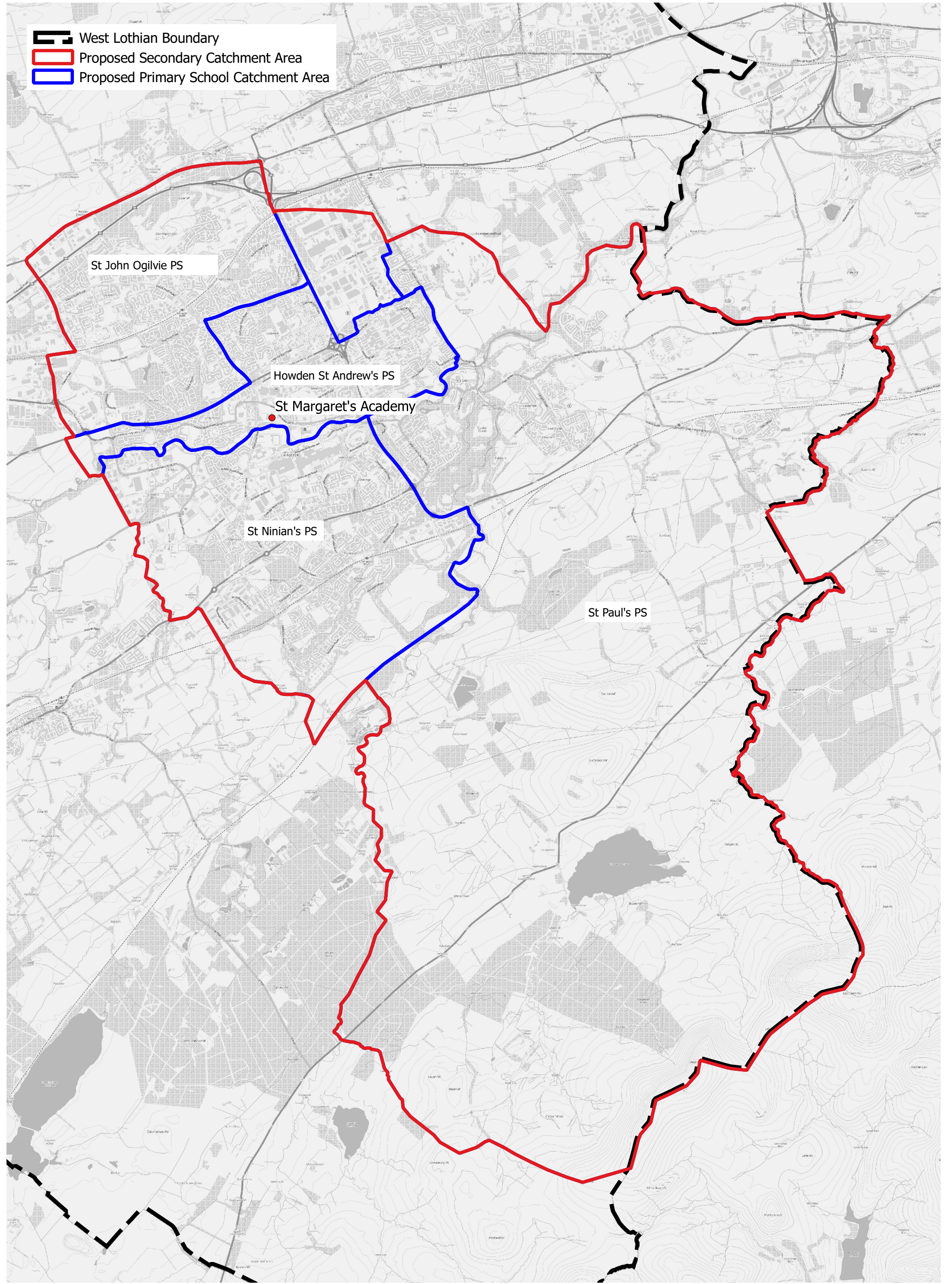
Close

Group were thanked for their attendance and participation in discussions.











EDUCATION EXECUTIVE

INTRODUCTION OF S2 SECONDARY STAGE EDUCATION WITHIN OGILVIE SCHOOL CAMPUS

REPORT BY HEAD OF EDUCATION (LEARNING, POLICY AND RESOURCES)

A. PURPOSE OF REPORT

To seek Education Executive approval to commence public consultation on the introduction of S2 year stage education at Ogilvie School Campus.

To present to Education Executive the draft Consultation Document prepared by Council officers.

B. RECOMMENDATION

It is recommended that Education Executive approve commencement of public consultation on the proposal to introduce S2 year stage at Ogilvie School Campus.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	<p>The consultation does not change any existing policies.</p> <p>Legal</p> <p>The Local Government etc. (Scotland) Act 1994. Education (Scotland) Act 1980 and related regulations. The Standards in Schools (Scotland) Act 2000, the School Education (Amendment) (Scotland) Act 2002 and School (Consultation) (Scotland) Act 2010. Children and Young People (Scotland) Act 2014 and UN Convention on the Rights of the Child (Article 12)</p>
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	We are better educated and have access to increased and better quality learning and

employment opportunities.

Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.

VI	Resources - (Financial, Staffing and Property)	Approved financial resources will meet obligations for printing and postage, costs associated with public meetings, for advertisements for the public meetings and for dedicated staff time for the process.
VII	Consideration at PDSP	22 October 2019
VIII	Other consultations	<p>Finance and Property Services, Operational Services, Planning Economic Development and Regeneration Services, Legal Services.</p> <p>Formal consultation involves Parent Council, parents/carers, pupils, staff and trade unions at affected schools. Community Councils within the catchment areas of the affected schools will also be contacted.</p>

D. TERMS OF REPORT

Education Executive, at its meeting on 26 February 2019, approved Education Services proposal to introduce secondary stage education at Ogilvie School Campus creating an all-through (5-18) education establishment.

The proposal detailed introduction of year stages on a phased basis in line with primary (P7) to secondary (S1) transition requirements with the initial introduction of S1 stage commencing in August 2019 when the existing P7 cohort have completed their primary education and require to transition to secondary education.

Statutory guidelines state a formal consultation is required for any proposal to establish a new year stage in an education provision. To this regard, Statutory Consultation is required to propose establishment of S2 year stage at Ogilvie School Campus commencing in August 2020. Adopting this proposed approach allows the 2019/20 S1 cohort to progress to S2 stage education within Ogilvie School Campus.

E. CONCLUSION

West Lothian Council Education Services is committed to the delivery of secondary stage education within Ogilvie School Campus creating an all through (5-18) education provision that ensures equitable, quality and sustainable education for pupils with severe and complex needs.

The introduction of S2 education at Ogilvie School Campus allows seamless progression through secondary education within an environment that fully supports the individual needs of the pupil and continues to offer opportunity to achieve across all curricular areas, develop skills, attributes and capabilities in secondary education based courses.

F. BACKGROUND REFERENCES

Establishment of Secondary Stage Education Within Ogilvie School Campus,
Education Executive 26 February 2019.

Appendices/Attachments:

Appendix 1 Draft Consultation Document

Appendix 2 Draft Consultation Timeline

Contact:

Alison Raeburn, Inclusion and Wellbeing Manager, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Tel: 01506 282634,
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Melanie Laurie, Education Project Officer, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Tel: 01506 281666,
e-mail melanie.laurie@westlothian.gov.uk

James Cameron, Head of Education (Learning, Policy and Resources)

Date: 12 November 2019

Appendix 1

WEST LOTHIAN COUNCIL, EDUCATION SERVICES

**ESTABLISHMENT OF S2 STAGE EDUCATION
WITHIN OGILVIE SCHOOL CAMPUS, LIVINGSTON**

CONSULTATION DOCUMENT
December 2019

SECTION 1: Purpose of this document

SECTION 2: The Proposal

SECTION 3: The Educational Benefit Statement

SECTION 4: Integrated Impact Assessment

SECTION 5: Consultation Process and How To Have Your Say

SECTION 1: PURPOSE OF THE DOCUMENT

The purpose of this document is to give information on:

- West Lothian Council's proposal to establish S2 stage education within Ogilvie School Campus as part of the Council's continuing commitment to ensure equitable, quality and sustainable provision for pupils with additional support needs;
- the educational benefits to be gained through the implementation of this proposal; and
- how you can give your views and take part in the consultation process.

West Lothian Council believes that thorough and effective consultation will support better outcomes for pupils and their families and will enable the vast majority of pupils with severe and complex needs to be educated within West Lothian with tailored support to meet their needs.

Public consultations are necessary when a local authority is proposing to make a significant change in this instance, the opening of a new stage in a school. To carry out a public consultation the Council requires to follow the statutory guidance outlined in the Schools (Consultation) (Scotland) Act 2010. With this in mind, this document is further organised into the following sections:

Section 2 details the proposal, and gives the background and rationale to the proposal.

Section 3 contains the educational benefits statement in relation to the proposal and provides an assessment of the effects of this proposal on the children/young people and their families of the affected school.

Section 4 provides information on the Integrated Impact Assessment undertaken in reference to the proposal. An Integrated Impact Assessment (IIA) is undertaken to ensure that the Council meets its statutory requirement to assess policies and practices and ensure that they meet the legislative requirements in relation to its equality, human rights and socioeconomic obligations.

Section 5 details how West Lothian Council has organised the consultation process to meet the requirements of the legislation, and how you can take part and give your views.

SECTION 2: PROPOSAL AND BACKGROUND TO THE PROPOSAL

2.1. THE PROPOSAL - TO ESTABLISH S2 SECONDARY STAGE EDUCATION AT OGILVIE SCHOOL CAMPUS

West Lothian Council is committed to the delivery of secondary stage education within Ogilvie School Campus creating an education provision that ensures equitable, quality and sustainable education for pupils with severe and complex needs.

The introduction of S2 education at Ogilvie School Campus allows seamless progression through secondary education within an environment that fully supports the individual needs of the pupil and continues to offer opportunity to achieve across all curricular areas, develop skills, attributes and capabilities in secondary education based courses.

This current proposal if agreed and implemented would result in Ogilvie School Campus providing S2 stage education commencing August 2020.

Moving forward, the Council's vision is to introduce all secondary stages of secondary education within Ogilvie School Campus on a phased basis in line with existing pupil transition requirements ensuring provision of S1-S6 secondary stage cohorts by August 2024.

2.2 BACKGROUND TO THE PROPOSAL

West Lothian Council Education Executive, at its meeting on 26 February 2019, approved Education Services proposal to introduce secondary stage education at Ogilvie School Campus creating an all-through (5-18) education establishment. The proposal detailed introduction of year stages on a phased basis in line with primary (P7) to secondary (S1) transition requirements with the initial introduction of S1 stage commencing in August 2019 when the existing P7 cohort have completed their primary education and require to transition to secondary education.

Statutory guidelines state a formal consultation is required for any proposal to establish a new year stage in an education provision. To this regard, Statutory Consultation is required to propose establishment S2 year stage at Ogilvie School Campus commencing in August 2020. Adopting this proposed approach allows the 2019/20 S1 cohort to progress to S2 stage education within Ogilvie School Campus.

2.3 ADMISSION CRITERIA

There will be no amendment to criteria for admission to specialist provision in West Lothian as a result of this consultation exercise.

Admission will continue to be in accordance with West Lothian Council's current admission arrangements for specialist provision, details of which are detailed via the attached link:

[West Lothian Council Admission to Specialist Provision Policy](#)

The primary and secondary provision at Ogilvie School Campus will be available to meet the needs of pupils across West Lothian who have been assessed as having severe and complex needs and requiring significant additional support to access the

curriculum in alternative provision to their mainstream school environment.

2.4 NON-DENOMINATIONAL EDUCATION PROVISIONS

All specialist education establishments in West Lothian are non-denominational therefore the provisions offered to children and young people at Ogilvie School Campus are not affiliated to a particular religious denomination.

DRAFT

SECTION 3: THE EDUCATIONAL BENEFIT STATEMENT

The specific educational benefits of the proposal are outlined below in terms of the following:

- 3.1 Curriculum For Excellence
- 3.2 Transition
- 3.3 Transport
- 3.4 Mainstream Links
- 3.5 School Management
- 3.6 Staff Teams
- 3.7 Accommodation
- 3.8 School Grounds/ Outdoor Learning
- 3.9 Playground
- 3.10 Community Links
- 3.11 Mentoring and Buddying
- 3.12 Benefits for Any Other School Users

3.1 CURRICULUM FOR EXCELLENCE

Curriculum for Excellence is the national curriculum of experiences and outcomes for all pupils, 3 – 18 years. The national guidance from Education Scotland encourages education authorities to ensure that each school's curriculum is designed on 7 key principles:

- Challenge and enjoyment
- Breadth
- Progression
- Depth
- Personalisation and choice
- Coherence
- Relevance.

The key educational benefits of the proposal in relation to Curriculum for Excellence are stated below with a specific focus on the 7 principles:

The curriculum for pupils with severe and complex needs is based on the same principles as all educational establishments across West Lothian. Design of the curriculum, taking cognisance of these principles will depend on the nature and complexity of the needs of the children and young people. Progression can be achieved through a well-planned, joint and individualised learning programme. In Ogilvie School Campus, staff will develop and refresh the curriculum on a regular basis and manage curriculum change and innovation to improve the range and quality of experiences and outcomes for children and young people and ensure delivery of curriculum entitlements.

The proposed establishment of S2 secondary stage education for pupils with severe and complex needs within Ogilvie School Campus will enhance full and progressive participation in the curriculum and will support a clear strategy to provide entitlement to a broad general education. Location in Ogilvie School Campus will enhance access for pupils (both current and future) to a balanced curriculum that provides the best possible learning opportunities and experiences and will enable pupils to enjoy their education within a supportive specialist setting and develop positive attitudes

towards learning.

Good relationships and positive behaviour are key to the delivery of Curriculum for Excellence and pupils will be supported in this by experienced specialist teaching and non-teaching staff.

As pupils move through their secondary education at Ogilvie School Campus the breadth of curriculum offered will afford opportunities for exercising responsible personal choice. This includes opportunities for achievement and celebration of success.

Through meaningful real life activities in Ogilvie School Campus and within the local community such as cooking, shopping and visits to local amenities, pupils will see that what they are learning matters in their lives.

By focusing on the above concepts, Ogilvie School Campus can provide the highest quality of individualised learning and teaching experiences that enable young people to thrive and achieve in their education through the development of positive attitudes towards learning.

3.2 TRANSITION

West Lothian Council Education Services is committed to the delivery of secondary stage education within Ogilvie School Campus.

It is proposed secondary year stages will be introduced on a phased basis in line with existing pupil transition requirements. The proposed phasing approach will culminate in delivery of an all-through (5-18 years) (P1-S6) school for August 2024.

A key benefit of the all-through school approach is that Ogilvie School Campus will continue to adopt individualised transition programmes ensuring movement between year stages is a positive and seamless process for the children and young people involved.

Furthermore, pupils at Ogilvie School Campus will benefit from having opportunity to continue their educational pathway in a supportive and familiar setting with minimal disruption.

3.3 TRANSPORT

The school transport provisions currently in place for pupils attending Ogilvie School Campus will remain. No alterations to existing entitlements and schedule of provisions are anticipated as a result of the proposal. All provisions offered will continue to be in conjunction with West Lothian Council's policy on transport:

[West Lothian Council Transport Policy Additional Support Needs Provisions](#)

3.4 MAINSTREAM LINKS

The Standards in Scotland's Schools etc. Act 2000 indicates that education authorities should provide education to school age children within mainstream settings, unless certain exceptions apply such as where a mainstream school would not be suited to the ability or aptitude of the child.

Within Ogilvie School Campus pupils build skills and strategies to help them cope with social and personal relationships, thus enabling them to interact as fully as

possible with their mainstream peers and the outside world.

Strong partnerships between West Lothian Council and outside agencies are helping continue to improve and increase appropriate choices and challenges for the pupils of Ogilvie School Campus with effective procedures and initiatives helping pupils move on from school successfully.

The proposal for establishment of a secondary phase of education within Ogilvie School Campus will enable Education Services to build upon, and to further embed, the positive approaches to relationships, attainment and achievement already developed within the primary classes at Ogilvie School Campus. The children will be encouraged to become involved in as many aspects of secondary school life as is possible to develop ownership of their learning and to become full members of this new school community. The proposal increases opportunities for providing a balance between the equally important elements of academic attainment and social development.

Mainstream links can be developed with neighbouring primary and secondary schools. This integration with mainstream schools will however only take place when timings appropriate and convenient to all establishments involved and after full consultation with all parent/carers.

Opportunities for inclusion through proximity to a mainstream location can create a positive school ethos based on mutual respect.

Where pupils with severe and complex needs feel included and respected they are more likely to develop self-confidence, resilience and positive views about themselves and others.

3.5 SCHOOL MANAGEMENT

Should the proposal be agreed and implemented the establishment of S2 secondary stage of education within Ogilvie School Campus (in addition to the existing S1 and primary stages) will be managed by the schools current Head Teacher who will have responsibility for the day-to-day operational management of the school.

Any changes to staffing and management structures would be taken forward in line with national staffing guidelines.

3.6 STAFF TEAMS

An effective staff team would be in place to ensure that the learning and care needs of pupils can be fully met. Teachers and support staff work together to meet the needs of pupils and to help them to learn.

It is not anticipated that there would be implications for any staff currently employed at Ogilvie School Campus as a result of this proposal. Current staffing levels would be maintained or enhanced to meet the needs of children and young people appropriately. Support staff and specialist staff of music, art and drama, PE would remain in the staffing structure.

Agencies and partners will continue to work closely together to support and inform the planning process for learners. This involves a range of agencies and staff to meet the individual needs of each child. These include:

- Educational Psychology

- School community paediatrician
- School nurse
- Speech and language therapy
- Physiotherapy
- Occupational Therapy

Staffing arrangements will be consistent with West Lothian Council's local agreements. Detailed consultation will be undertaken with members of staff, Trade Unions and Professional Associations for staffing the new classes within the secondary phase of Ogilvie School Campus.

Learning episodes delivered by well qualified and skilled staff with high levels of expertise, working in partnership with other agencies and staff to meet individual needs will lead to improvements in teaching and learning

Within the all-through school of Ogilvie School Campus there would be scope for the establishment of a stable and unified team of specialist staff and learning support assistants working closely with professionals from NHS Lothian, Social Policy and family services. This has the potential to further improve the standards of care provided for pupils with severe and complex needs. For many of these children the continuum of care and support is more important than the chronological age of the pupil concerned and there are obvious advantages in prolonging the relationships, in to secondary education, between teachers and other adults with support roles. This continuity enables more positive relationships among school staff and stronger links with parents and the local community. Families and their children can maintain relationships with the school and other agencies and professionals, and parents can become more involved and remain better informed. The all-through school structure, therefore, would appear better able to extend opportunities for parental and community engagement and to promote continuity of teaching and support provision. Additionally, the proposed establishment of a secondary stage within Ogilvie School Campus with staff who know the pupils well, will help develop the pupils' confidence and social skills and will support effective transition planning at key transition stages.

By providing specialist staff and quality facilities and resources, the proposal aims to enhance provision for pupils with Severe and Complex Needs, ensuring they are well supported in their education and in their social and emotional wellbeing. All through schools enable greater opportunity for collaboration between staff on curriculum development, learning and teaching, and professional development. Such professional dialogue can take place across stages within the primary and continue the secondary stages.

3.7 ACCOMMODATION

West Lothian Council believe that the needs of primary and secondary pupils with severe and complex needs are best met in a single integrated provision in a facility designed to support the severe and complex nature of their needs.

The present and future accommodation within Ogilvie School Campus will promote accessible, inclusive learning.

Ogilvie School Campus is in a strong position to become a primary through to secondary specialist school providing for pupils aged 5 years to 18 years as the benefits of this building already include:

- Compliant with the Council's obligations under the Equality Act 2010

- Automatic doors
- Structured play room/GP room
- Play room- therapeutic and structured play
- Soft play room
- Sensory room
- Resource room
- Early years play area
- Meeting rooms
- Flexible working areas for children

Should the proposal be agreed, Ogilvie School Campus will be modified and developed as a primary through to secondary school for pupils aged 5 to 18 years.

Future accommodation will be fully accessible, specially built and equipped with modern solutions to meet the learning and care needs of pupils and will provide opportunities for a wide range of learning experiences in line with Curriculum for Excellence.

Facilities would enable pupils to have full time placements to fulfil their entitlements to a broad, general education and senior phase education within a highly supportive environment.

Ogilvie School Campus will include meeting rooms to support partnership working with families, multi-agency partners and community partners. Dedicated teaching areas, in addition to small class sizes with a high staff to pupil ratio, will allow staff to plan flexibly to meet pupil needs.

In summary the pupils and parents of Ogilvie School Campus will have access to a purpose built educational establishment which will provide a high level of support relevant to meeting the needs of all pupils attending the specialist provision with severe and complex needs.

3.8 OUTDOOR LEARNING

For pupils with severe and complex needs, outdoor learning is an integral feature of their education. On a programmed basis, pupils will be given regular opportunities to take their education outdoors into the local countryside and further afield.

The proposed establishment of secondary education within Ogilvie School Campus will provide the benefit of continued access to safe outdoor spaces that the pupils are already familiar with. This will enable learning to take place in the outside world, not only in the formal classroom.

There will be opportunities for spontaneous, planned and purposeful activities, use of the outdoors to develop literacy and numeracy, health and wellbeing and active outdoor learning. This will have a positive impact on the learning environment for pupils. Acquired skills can be applied in real life contexts.

The school grounds offer ample scope for development of the outdoor classroom. This will continue to have a positive impact on the learning environment for Ogilvie School Campus pupils and will support the development of good relationships and positive behaviour, not only in the classroom, but also outdoors and in the wider community.

Within Ogilvie School Campus the outdoor classroom is already used to support interdisciplinary learning, map reading skills, development of gross and fine motor skills, PE, Science, literacy and numeracy across the curriculum, weather experiments, charity events, project and graph work. Should the proposal be agreed these learning episodes would be further built upon in the secondary phase of the young person's education.

3.9 PLAYGROUND

Ogilvie School Campus currently benefits from spacious outdoor space for the promotion of health and wellbeing. The outdoor play area already provides a safe and secure social space for more independent pupils in addition to pupils who require a higher level of support.

The playground will continue to promote social interaction and health and wellbeing and in order to maximise the opportunities for health promotion, all available space will be well utilised, with playground space being promoted, as appropriate, as an extension to the formal classroom.

The playground benefits from a secure fence which ensures that the playground is safe and secure for the pupils undertaking outdoor breaks and activities. Fencing also ensures out of hours, school security and reduces instances of vandalism for the school.

Multi Use Games Area (MUGA) can be accessed directly from the school and the playground. MUGA facilitates access to PE entitlements, increases opportunities for social inclusion, supports quality PE which meets the needs and talents of all, supports improvements in the PE curriculum, improves levels of participation, opportunities for learning out with the formal curriculum, experience positive aspects of healthy living and activity. To ensure pupil safety and security the MUGA is fully enclosed and benefits from line markings for a range of sports and games.

In addition to playground fixtures and fittings there is be a range of portable play equipment and games that pupils will be responsible for taking care of setting up on a daily basis, within a programme of pupil responsibilities.

Pupils who attend Ogilvie School Campus have a range of playground facilities including:

- multi use sports area- MUGA
- soft top-area which promotes taking indoor learning outside (experiential learning- needs appropriate sand pit, musical instruments, gross and fine motor play equipment, role play)
- playground with trim track area
- pagoda structure for outdoor learning
- bottle greenhouse
- wide range of age and stage appropriate playground equipment

Planned playground improvements at Ogilvie School Campus would be created as safe, spacious areas to deliver a variety of activities in relation to both primary and secondary aged pupils. Further design of the playground will be taken forward in consultation with staff and pupils.

3.10 COMMUNITY LINKS

A wide range of community links is available in the vicinity of Ogilvie School Campus. The existing strong community links will be built upon further as the children get older and progress through the school.

The welcoming ethos of the community of Knightsridge is acknowledged and strong community links already exist between the community and local schools.

The further establishment of additional secondary year stages within Ogilvie School Campus for pupils with severe and complex needs will enable pupils to further benefit from existing strong community links. Acquired skills will be practiced and applied in real life contexts.

Ogilvie School Campus has a wide range of existing strong community links including:

- Links with local mainstream primary and secondary schools
- Braid House Day Centre
- Deans Community High School Community Café
- Carmondean Library
- Horse Riding at Hopetoun House
- Swimming programme for all children at Deans Community High School
- The Vennie, shop, play park
- Community Skills Programme
- First Bus
- Business links- Pizza Express, Dobbies, Vue Cinema
- Morrison's Supermarket
- Post Office at Carmondean
- Community Police Officer
- Local church

The existing strong community links (many of which are within walking distance) shall remain and be further developed. For the pupils, this facilitates active involvement within communities where excellent support for pupils with additional support needs is acknowledged.

Community links facilitates the promotion of a wide range of skills, provides opportunities for new skills to be applied in real life contexts and enables learning to take place in the outside world as well as in the formal classroom.

3.11 MENTORING AND BULLYING

As the school evolves into a primary through to secondary specialist provision, activities within Ogilvie School Campus, and in the school playgrounds, will lend themselves well to the establishment of whole school buddying/mentoring programmes.

Such interaction between older and younger pupils provides valuable life skills links. As a result, a supportive ethos for younger pupils is provided and responsibility for older pupils developed.

The larger combined roll will afford the pupils opportunities to broaden their social circles.

3.12 BENEFITS FOR ANY OTHER SCHOOL USERS

Changes to the proposed use of the accommodation would not impact on any other parties.

There is no proposed change to arrangements for any other users of the educational establishment outlined in this proposal.

Ogilvie School Campus is used for the sole purpose of education and there are no other users of the school facilities there would therefore be no impact on any community group or organisation.

SECTION 4: INTEGRATED IMPACT ASSESSMENT

To meet statutory equality duties, the Council conducts an Integrated Impact Assessment (IIA) to critically assess policies and practices and ensure compliance with all legislative requirements.

The aim of an IIA is to examine policies and practices in a structured way taking account of equality, human rights and socioeconomic disadvantage (poverty) implications when making decisions, ensuring the impact within the community is recognised and addressed accordingly.

IIA screening is completed using the Council's Integrated Impact Assessment Toolkit and allows the Authority to recognise positive steps it can take to promote fairness and equality of opportunity for all.

As part of the consultation process the Council will consult with a wide range of stakeholders, staff, parents/carers and young people and will welcome and address comments on the IIA process.

The outcome of the Integrated Impact Assessment will inform the Report on the Outcome of Consultation.

SECTION 5: CONSULTATION PROCESS:HAVE YOUR SAY

This section provides information on how West Lothian Council has organised the consultation process for the proposal contained within this document. It also provides information on how you can take part and give your views:

In terms of the Schools (Consultation) (Scotland) Act 2010, any proposal to establish new year stages of education in a school requires a formal consultation process.

The Schools (Consultation) (Scotland) Act 2010, as amended by the Children and Young People (Scotland) Act 2014, sets out the statutory consultation requirements.

The statutory consultees are prescribed as follows:

- the Parent Council or Combined Parent Council of any affected school
- the parents of the pupils at any affected school
- 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
- the pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity)
- the staff (teaching and other) at any affected school
- any trade union which appears to the education authority to be representative of the persons mentioned in bullet point above
- the community council (if any)
- the community planning partnership (within the meaning of section 4(5) of the Community Empowerment (Scotland) Act 2015 for the area the local authority in which any affected school is situated.
- any other community planning partnership that the education authority considers relevant
- any other education authority that the education authority considers relevant
- any other users of any affected school that the education authority considers relevant
- in relation to any relevant proposal which affects a denominational school, the Church, Denominational Body or Scottish Hierarchy of the Roman Catholic Church

As stated in the terms of the Schools (Consultation) (Scotland) Act 2010 statutory consultation periods should last a minimum of six weeks continuous and incorporate a minimum of 30 school days (excluding school holidays). Therefore the consultation period for this particular proposal will run from **TBC 2019** until **TBC 2019**.

The consultation paper will be made available for reference electronically and in paper format.

A public meeting will be held in respect of the proposal at the venue listed below:

Meeting Location	Date/Time
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This meeting will give interested parties a formal opportunity to express their views.

Representatives of the Council will be present at the meeting to outline the proposal, facilitate discussions and answer questions.

The Council website will contain information on the consultation. The web address is: www.westlothian.gov.uk/education

During the consultation period any views on this proposal should be sent in writing to the address given below:

Melanie Laurie, Education Project Officer, Education Services, Civic Centre, Howden Road South, EH54 6FF

Responses can also be made by e-mail to Education.Consultation@westlothian.gov.uk

All responses to be received by no later than 5.00pm **TBC**.

Consultation Timeline:

Following the end of the consultation period West Lothian Council must provide Education Scotland with a report detailing all findings pertaining to the Statutory Consultation.

All written and oral comments received during the consultation process are recorded and represented in said report, along with the Council's response to those comments.

Education Scotland will consider the Council submission and advise their response accordingly.

West Lothian Council will ensure that considerations received from Education Scotland are included in the Final Consultation Report. This Final Report will be made available and notification will be given to those individuals or groups that have made representations during the consultation period.

West Lothian Council will not make any decisions, or put any changes into effect until the final Consultation Report has been concluded, published and subsequently presented to the Education Executive on **TBC**.

The above Consultation Timeline encompasses statutory legislative requirements detailed as per Schools (Consultation)(Scotland) Act 2010

WEST LOTHIAN COUNCIL, EDUCATION SERVICES, PROPOSAL TO CREATE SECONDARY STAGE EDUCATION, OGILVIE SCHOOL CAMPUS

If you would like a copy of this document please call MELANIE LAURIE 01506 281666. GIVING YOUR NAME ADDRESS AND THE LANGUAGE YOU WOULD LIKE THE DOCUMENT TRANSLATED IN TO

بلدية ويست لوثيريان WEST LOTHIAN ، الخدمات التعليمية ، عرض لإنشاء مرحلة ثانوية تعليمية في حرم مدرسة اوغلفي OGILVIE

إذا رغبت بالحصول نسخة من هذه الوثيقة فيرجى منك الاتصال على ميلاني لوري MELANIE LAURIE على رقم الهاتف 01506 281666. ويرجى ذكر اسمك وعنوانك واللغة التي ترغب بأن تتم ترجمة الوثيقة إليها.

ওয়েস্ট লোথিয়ান কাউন্সিল, এডুকেশন সার্ভিসেস, সেকেন্ডারী স্টেইজ এডুকেশন চালুর প্রস্তাব, ওগিলভাই স্কুল (OGILVIE SCHOOL) ক্যাম্পাস।

যদি আপনি এই দলিলটির একটি কপি অথবা পেতে চান, তাহলে অনুগ্রহ করে ম্যালানী লোওরীর (MELANIE LAURIE) কাছে ০১৫০৬ ২৮১৬৬৬ নম্বরে ফোন করুন এবং আপনার নাম, ঠিকানা এবং কোন্ ভাষায় দলিলটির অনুবাদ পেতে চান তা প্রদান করুন।

WEST LOTHIAN 地方政府・教育サービス处创建中级教育的提议・OGILVIE 学校校园 (WEST LOTHIAN COUNCIL, EDUCATION SERVICES, PROPOSAL TO CREATE SECONDARY STAGE EDUCATION, OGILVIE SCHOOL CAMPUS)

如果您想要这份文件的 副本, 请致电MELANIE LAURIE 01506 281666, 提供您的姓名地址以及需要把文件翻译成的语言 (If you would like a copy of this document please call MELANIE LAURIE 01506 281666. GIVING YOUR NAME ADDRESS AND THE LANGUAGE YOU WOULD LIKE THE DOCUMENT TRANSLATED IN TO)

西洛西安地方議會 (WEST LOTHIAN COUNCIL) 教育服務部門關於建立第二階段教育 — 奧吉爾維學校 (OGILVIE SCHOOL) 校區的建議

如果您希望得到一份該文件的 復印件, 請您打電話給梅勒妮·勞瑞 (MELANIE LAURIE), 電話號碼是01506 281666 ; 請您將您的名字、地址以及您希望將該文件翻譯成的語言告訴我們。

**WEST LOTHIAN PAŠVALDĪBA (COUNCIL), IZGLĪTĪBAS DIENESTS, PRIEKŠLIKUMS IZVEIDOT OTRĀS
PAKĀPES IZGLĪTĪBU OGILVIE SKOLĀ**

**Ja jūs vēlaties saņemt šī dokumenta eksemplāru lūdzu, zvaniet MELANIE LAURIE uz 01506 281666.
Nosauciet savu vārdu, uzvārdu, adresi, un valodu, kurā jūs vēlaties saņemt šī dokumenta
tulkojumu**

**VAKARŲ LOTHIAN TARYBOS ŠVIETIMO TARNYBOS PASIŪLYMAS SUKURTI ANTROSĪOS PAKOPOS
STUDIJAS „OGILVIE“ MOKYKĻOS MIESTELĪJE**

**Jeī norīte gautī šīo dokumento kopijā skambīnkīte MELANIE LAURIE telefonū 01506 281666.
NURODYKĪTE SAVO VARDĀ, PAVARDE, ADRESĀ IR KALBĀ, I KURĪĀ NORĪTE, KAD BŪTŪ IŠVERSTAS
ŠĪS DOKUMENTAS**

**PROPOZYCJA RADY MIEJSKIEJ WEST LOTHIAN, WYDZIAŁU DS. KSZTAŁCENIA, ODNOŚNIE DO
STWORZENIA PLACÓWKI KSZTAŁCENIA ŚREDNIEGO, KAMPUS SZKOŁY OGILVIE SCHOOL**

**Jeśli chcieliby Państwo otrzymać kopię niniejszego dokumentu prosimy o kontakt z MELANIE
LAURIE pod numerem 01506 281666, podając swoje imię i nazwisko, adres oraz język, w którym
chcieliby Państwo otrzymać dokument.**

**WEST LOTHIAN COUNCIL, EDUCATION SERVICES, PROPOSAL TO CREATE SECONDARY STAGE
EDUCATION, OGILVIE SCHOOL CAMPUS**

ویسٹ لوڈنن کونسل، ایجوکیشن سروسز، سیکنڈری سٹیج کی تعلیم کی تخلیق کے لیے، اوگیلوی سکول کیمپس

**If you would like a copy of this document please call MELANIE LAURIE 01506 281666. GIVING
YOUR NAME ADDRESS AND THE LANGUAGE YOU WOULD LIKE THE DOCUMENT TRANSLATED IN
TO**

**اگر آپ اس دستاویز کی ایک نقل حاصل کرنا چاہیں تو برائے مہربانی میلنی لوری سے اس نمبر پر رابطہ کریں: 01506
281666، اور اپنا نام پتہ اور اس زبان کا نام جس میں آپ یہ معلومات حاصل کرنا چاہتے ہیں، مہیا کریں۔**

Appendix 2**INTRODUCTION OF S2 YEAR STAGE AT OGILVIE SCHOOL CAMPUS**

Date	Event	Description
22 October 2019	Education PDSP	Meeting to consider proposal and agree continuation to Education Executive
12 November 2019	Education Executive	Meeting to proposal and agree continuation to consultation phase
November/December 2019	Statutory Consultation incorporating Public Meetings	Formal public consultation (min 6 weeks consultation period including min of 30 school days)
January 2020*	Submit Report to Education Scotland	West Lothian Council Education Services relay report on proposal and consultation findings to Education Scotland
January 2020*	Deadline for Education Scotland three week period for reporting back to West Lothian Council Education Services (Education Scotland do not include any schools holiday periods within their 3 week review timeframe)	Education Scotland response to proposal and consultation report
February 2020	Give Education Scotland at least 5 days notice prior to publishing final report	Upon receipt of response from Education Scotland and on consideration of previous consultation period representations, Authority will prepare and publish final consultation report
3 March 2020	Publication of Consultation document	Upon receipt of response from Education Scotland, West Lothian Council will prepare and publish final consultation report (min period of 3 weeks after publication before Authority make final decision)
24 March 2020	Education Executive Meeting	Decision made

*Dates to be agreed with Education Scotland



EDUCATION EXECUTIVE

INSTRUMENTAL MUSIC SERVICE UPDATE

REPORT BY HEAD OF EDUCATION (LEARNING, POLICY AND RESOURCES)

A. PURPOSE OF REPORT

The purpose of this report is to provide information to the Education Executive on the Instrumental Music Service (IMS) in line with decisions taken in January and June 2019.

B. RECOMMENDATION

It is recommended that the Education Executive notes the content of this report and the requirement for officers to bring an update to a future meeting of the Education PDSP.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on customers' needs, being honest, open and accountable, making best use of resources, working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The council is required to approve a balanced revenue budget for each financial year. Audit Scotland and CIPFA best practice guidance recommends medium term financial plans are prepared for at least five years in duration.
III Implications for Scheme of Delegations to Officers	No implications at this stage.
IV Impact on performance and performance Indicators	Ongoing government funding constraints will have implications for the council's budget and performance.
V Relevance to Local Outcome Improvement Plan	Local outcome – our children have the best start in life and ready to succeed. Effective prioritisation of resources is essential to achieving key outcomes.
VI Resources - (Financial, Staffing and Property)	The approved revenue budget for the IMS in 2019/20 is £578,000.

The forecast is for the service to breakeven for the 2019/20 financial year.

VII Consultation at PDSP	Not applicable.
VIII Other consultations	Financial Management Unit.

D. TERMS OF REPORT

D.1 Introduction

An update on the IMS was presented to Education Executive on 15 January 2019. The report provided information on the IMS following the decision of the Education Executive in May 2018 to implement an annual charge for music tuition. It concluded that there was sufficient demand for the continuation of the service on a chargeable basis.

The decision taken by the Education Executive in January 2019 required officers to:

- Investigate and make recommendations on options to extend the concessions available for instrumental music instruction to support families unable to pay the full charge, but who were not in receipt of free school meals, in time for academic session 2019/20.
- Report back to the Education Executive at its meeting in October/November with details of the numbers involved in instrumental music tuition in each school in the authority.

D.2 IMS concessions scheme

A report was taken to the Education Executive on 11 June 2019 on the IMS concessions scheme and a proposal to extend the scheme to also encompass school clothing grant criteria was approved for implementation from August 2019. It was further agreed that an update report on pupil intake in the 2019/20 session be submitted to a future meeting of the Education PDSP. Officers intend to do so early in 2020.

D.3 IMS student numbers by school

A report has been prepared drawing information from pupil registers prepared by IMS staff as at 24 September 2019, which provides the numbers involved in instrumental music tuition in each school in the authority. This breakdown features as Appendix 1 to the report and also includes comparative data from the same point last year. Based on these pupil registers the forecast is for the service to breakeven for the 2019/20 financial year.

It should be noted that the information included in the appendix is a snapshot in time and uptake numbers have the potential to vary, even on a daily basis, due to a wide range of factors.

Further analysis of the uptake information for the 2019/20 session, detailing, for example, the number of students benefiting from free music tuition under the revised concession scheme, will be included in the update report to Education PDSP.

E. CONCLUSION

The IMS continues to provide instrumental music lessons to primary and secondary pupils with students are guaranteed a minimum of 30 lessons within an academic year.

It also provides the opportunity for these pupils to play in bands and ensembles that take place throughout the year. There has also been a realignment of resources to more closely align staff capacity with student demand and ensure the service remains affordable within approved council resources.

F. BACKGROUND REFERENCES

IMS reports to Education Executive on 19 January and 11 June 2019.

Appendices / Attachments – one:

- Appendix 1 – IMS student numbers by school

Contact Person: Alan Colquhoun
Culture and Sport Manager
Tel: 01506 281924
Email: alan.colquhoun@westlothian.gov.uk

James Cameron

Head of Education (Learning Policy and Resources)

Date of meeting - 12 November 2019

Appendix 1 – IMS student numbers by school (organised by cluster)

School	IMS pupil nos. September 2018	IMS pupil nos. September 2019
Armadale Academy	16	17
Armadale Primary School	1	3
Blackridge Primary School	0	0
Eastertoun Primary School	1	5
Southdale Primary School	0	1
Windyknowe Primary School	4	2
Bathgate Academy	35	37
Balbardie Primary School	9	23
Boghall Primary School	2	11
Blackburn Primary School	1	3
Murrayfield Primary School	4	4
Simpson Primary School	7	13
Broxburn Academy	29	19
Broxburn Primary School	4	4
Kirkhill Primary School	1	3
Pumpherstoun Primary School	1	1
Uphall Primary School	4	21
Deans Community High School	53	47
Knightsridge Primary School	0	2
Meldrum Primary School	7	13
Carmondean Primary School	8	20
Deans Primary School	5	5
Seafield Primary School	5	7
Inveralmond Community High School	33	25
Harrysmuir Primary School	1	7
Letham Primary School	2	3
Livingston Village Primary School	1	2
Riverside Primary School	2	2
Toronto Primary School	1	3
Peel Primary School	11	19
The James Young High School	81	71
Bankton Primary School	10	7
Bellsquary Primary School	9	14
Dedridge Primary School	4	8
Williamston Primary School	13	34
Linlithgow Academy	138	128
Bridgend Primary School	4	1
Linlithgow Bridge Primary School	7	21

Lowport Primary School	22	49
Springfield Primary School	12	32
Winchburgh Primary School	7	11
Linlithgow Primary School	20	35
Torphichen Primary School	5	14
St Kentigern's Academy	59	48
Our Lady's Primary School	1	0
Our Lady of Lourdes Primary School	0	0
St Columba's Primary School	6	4
St John The Baptist Primary School	3	14
St Joseph's Primary School (Whitburn)	3	5
St Mary's Primary School (Bathgate)	9	25
St Anthony's Primary School	1	4
St Joseph's Primary School (Linlithgow)	3	16
St Mary's Primary School (Polbeth)	3	3
St Thomas Primary School	0	1
St Margaret's Academy	62	49
St Nicholas Primary School	6	17
Holy Family Primary School	3	9
Howden St Andrews Primary School	2	9
St John Ogilvie Primary School	7	12
St Nicholas Primary School	3	9
St Ninian's Primary School	10	9
St Pauls Primary School	2	4
West Calder High School	73	68
East Calder Primary School	9	14
Mid Calder Primary School	7	15
Parkhead Primary School	3	6
Woodmuir Primary School	1	1
Kirknewton Primary School	6	9
Whitburn Academy	35	33
Croftmalloch Primary School	4	3
Fallahill Primary School	9	7
Greenrigg Primary School	2	1
Longridge Primary School	2	8
Polkemmet Primary School	1	4
Whitdale Primary School	4	21
Addiewell Primary School	1	3
Total Pupil Number	920	1178