

DATA LABEL: PUBLIC

**EDUCATION SERVICES  
CONSULTATION DOCUMENT  
OCTOBER 2019**

**REVIEW OF ADMISSION ARRANGEMENTS AS A  
RESULT OF ALTERATION TO THE  
DENOMINATIONAL PRIMARY SCHOOL  
CATCHMENT AREAS OF:**

- **ST PAUL'S PRIMARY SCHOOL**
- **ST NINIAN'S PRIMARY SCHOOL; AND**
- **ST MARY'S PRIMARY SCHOOL POLBETH**

## **CONTENTS**

### **SECTION 1**

**1.1 Purpose of this Document**

**1.2 Background**

**1.3 Summary of Proposals**

### **SECTION 2**

**2.1 Educational Benefit Statement**

### **SECTION 3**

**3.1 Integrated Impact Assessment**

### **SECTION 4**

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

## **Appendices**

Appendix 1      Current St Pauls, St Ninian's and St Mary's Polbeth  
Catchment Area Map

Appendix 2      Proposed St Pauls, St Ninian's and St Mary's Polbeth  
Catchment Area Map

## SECTION ONE

This section introduces the reason for the consultations. It provides information about why West Lothian Council is proposing to review admission arrangements as a result of alteration to the denominational primary school catchment areas of St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth.

### 1.1 PURPOSE OF THE DOCUMENT

The purpose of this document is to advise:

1. West Lothian Council's proposals to review admission arrangements as a result of alteration to the denominational primary school catchment areas of:
  - I. Proposal 1 - St Paul's Primary School East Calder;
  - II. Proposal 2 - St Ninian's Primary School Dedridge; and
  - III. Proposal 3 - St Mary's Primary School Polbeth
2. The educational benefits of the proposals and how they 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 and/or the surrounding catchment area. 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 four sections:

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

**Section 2** contains the educational benefits statement and provides an assessment of the effects of the proposals on the children/young people and their families of the affected schools.

**Section 3** offers 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.

**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

On 18 January 2011 West Lothian Council Education Executive approved a paper to remove from St Paul's Primary School catchment areas which crossed the boundary with City of Edinburgh Council. As part of the process new maps showing the catchment for St Paul's Primary School were produced. It was not intended at that time to make any alteration to the catchment boundary of St Paul's Primary School within West Lothian.

As a result of this 2011 address, the adoption of new catchment maps inadvertently left a small area of land south of Murieston out with the St Paul's Primary School catchment without including it in the catchment area of any other school.

The proposed 2019 catchment review is intended to address the undernoted anomalies and move a small number of properties (14 in total) that are currently in the St Paul's Primary School catchment area however are associated with Livingston or West Calder as opposed to Mid and East Calder.

Adopting the proposed approach alleviates potential school capacity issues at St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth and will better match the areas identified in Sections 1.2.1- 1.2.4 of this report to denominational primary schools and to local community ties.

The table below offers school roll capacity forecasts:

**School Roll Forecast from the 2018 Based Forecasts**

School	Capacity	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
St Paul's	171	158	168	184	207	232	256	271	283	291	299	301
St Ninian's	387	268	269	266	264	273	269	272	266	263	258	257
St Mary's	252	133	170	173	183	189	197	205	209	207	202	196

### 1.2.1 Wellhead and Oakbank

There is an area of agricultural land and Industrial Estate which does not currently have any catchment denominational primary school. There are currently no residential properties in this area although housing development has been proposed for part of the area. It is proposed that the area should become part of St Ninian's Primary School catchment as the area is within the Murieston Community Council area and is associated with Livingston including for non-denominational education where the catchment school is Williamston Primary School.

### 1.2.2 Balgreen

There are five residential dwellings in the vicinity of Balgreen Farm. They are currently within the catchment of St Paul's Primary School. It is proposed that the area should become part of St Ninian's Primary School catchment as the area is within the Murieston Community Council area and is associated with Livingston, including for non-denominational education where the catchment primary school is Bellsquarry Primary School. No children from the associated properties are currently in either denominational or non-denominational education in West Lothian.

## **1.2.3 Burnbank, Blackhall and Linnhouse**

There are four residential dwellings in the vicinity of Burnbank, Blackhall and Linnhouse. They are currently within the catchment of St Paul's Primary School. It is proposed that the area should become part of St Mary's Primary School Polbeth catchment as the area is within the West Calder & Harburn Community Council area and is associated with West Calder, including for non-denominational education where the catchment primary school is Parkhead Primary School. The only children living in the associated properties are currently in the non-denominational sector in West Lothian.

## **1.2.4 Crosswood Reservoir**

There are five residential dwellings in the vicinity of Crosswood Reservoir. They are currently within the catchment of St Paul's Primary School. It is proposed that the area should become part of St Mary's Primary School Polbeth catchment as the area is within the West Calder & Harburn Community Council area and is associated with West Calder, including for non-denominational education where the catchment primary school is Parkhead Primary School. No children from the associated properties are currently in either denominational or non-denominational education in West Lothian.

## **1.2.5 DENOMINATIONAL SECONDARY SCHOOL CATCHMENT AREAS**

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

Primary to secondary school alignment for the denominational primary schools detailed in this report are as follows:

- St Paul's Primary School– St Margaret's Academy
- St Ninian's Primary School – St Margaret's Academy
- St Mary's Primary School Polbeth – St Kentigern's Academy

Further to proposed amendments to primary school catchments as detailed in sections 1.2.1 – 1.2.4 of this report it is further proposed to associate each of the identified areas of change to the designated secondary school to ensure all secondary school catchments align with primary school catchments.

## **1.3. SUMMARY OF PROPOSALS**

Proposal 1 – Review admission arrangements as a result of alteration to the current denominational primary school catchment area of St Paul's Primary School.

Proposal 2 – Review admission arrangements as a result of alteration to the current denominational primary school catchment area of St Ninian's Primary School.

Proposal 3 – Review admission arrangements as a result of alteration to the current

denominational primary school catchment area of St Mary's Primary School Polbeth.

It is proposed to transfer only the specified areas set out in section 1.2 of this report. All other existing catchment area criteria for St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth will remain unchanged.

Current and proposed catchment area maps are attached to this report as Appendices 1 and 2.

## SECTION TWO

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

### 2.1.1 EDUCATIONAL BENEFIT STATEMENT

Whilst assessing the educational benefits of the proposals, the undernoted factors are considered:

- **Curriculum For Excellence**

A key educational advantage of the proposals is that St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth will continue to 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
- Relevance

Continued engagement of creative teaching and learning approaches in a viable and sustainable school establishment broadens scope for attainment and achievement and builds a positive ethos for staff and pupils alike.

- **Admission**

It is proposed to transfer only the specified areas set out in section 1.2 of this report. All other existing catchment area criteria for St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School will remain unchanged.

Criteria for admission will continue to be in accordance with West Lothian Council's current admission arrangements. [West Lothian Council Primary School Admission Policy](#)

- **School Capacity**

West Lothian Council do not anticipate any impact to the current school capacities at St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth as a result of the proposed school catchment alterations.

- **School Management/Staff Teams**

There are no anticipated alterations to existing school management and staffing structures as a result of the proposed changes. All existing staffing facilitations and day to day operations will continue as is.

Any amendments to current staffing at St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth will be undertaken in accordance to West Lothian Councils statutory recruitment processes.

- **Class Structure**

Class structure and pupil/teacher ratio will continue to be arranged by school management and will adhere to guidelines set out by Scottish Government Legislations - [The Schools General \(Scotland\) Regulations 1975](#), [The Education \(Lower Primary Class Sizes\) \(Scotland\) Regulations 1999](#)

- **Accommodation**

No alterations to the fabrication of premises both inside and out are required as a result of these proposals. St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth will continue to offer internal and external provisions fully equipped to deliver a purposeful and resourceful education facility.

- **School Transport**

There are no anticipated amendments to existing school transport provisions as a result of this proposal. Any requests for school transport provisions will be considered in accordance with West Lothian Council's School Transport Policy. [West Lothian Council Transport Policy Mainstream Schools](#)

- **Primary to Secondary Transition**

St Paul's Primary School and St Ninian's Primary School will continue to be associated primary schools and aligned to St Margaret's Academy with St Mary's Primary School Polbeth continuing to be aligned to St Kentigern's Academy.

Transition programmes currently adopted will be unaffected by the proposed amendment to catchment allocation. The relative establishments will endeavour as always to ensure the primary to secondary transition process will continue to be a seamless and positive experience for those pupils involved.

- **School Grounds/Outdoor Learning/Playground**

The school grounds and playground areas at St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth will continue to offer ample scope for development of the outdoor classroom. This will have a positive impact on the learning environment for all 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.

Car parking and pupil drop off / uplift areas will continue to ensure safe and efficient traffic flow in. Appropriate car park protocols and risk assessments will be maintained.

- **Breakfast / After School Clubs**

The Breakfast Club at the aforementioned primary schools will continue to provide pupils with a healthy breakfast and offer opportunity to sample and develop preferences for healthy options. A further aim of the Breakfast Club is to establish positive relationships at the start of the school day and improve attitude, behaviours and motivation to learn.

Pupils will be invited to take part in extracurricular activities which usually take place in blocks throughout the school session. These after school clubs are ordinarily led by school staff on a voluntary basis but can, at times, be organised by specialist providers. Participation in these activities promotes and encourages social interaction, confident individuals, effective contributors and responsible citizens.

- **Parental Involvement**

Parents and carers are an integral part of the school community at St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth with their ongoing contributions and working partnerships key to the success of the school.

West Lothian Council do not foresee any impact to existing opportunities for parental involvement and engagement as a result of the proposed alterations to school catchment areas.

The key focus as always is the delivery of a welcoming school that is inclusive for all parents, carers, pupils and staff.

- **Community Links**

Community interaction encourages a welcoming ethos, provides pupils with valuable life and interpersonal skills and promotes acknowledgement and respect for the local area.

Existing external links that St Paul's Primary School, St Ninian's Primary School and St Mary's Primary School Polbeth have established will remain with each establishment continuing to have clear and distinct associations within the local community.

- **Benefits for Any Other School Users**

The proposed changes will have no impact on existing external school users. All existing provisions for other school users will continue as a result of the proposed catchment area review.



## SECTION THREE

This section provides information on the Integrated Impact Assessments (IIA) conducted by Council officers to meet statutory equality duties, to 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 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 alter the catchment area of 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 Wednesday 30 October 2019 until Tuesday 10 December 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 proposals at:

Bellsquarry Village Hall	Thursday 14 November 2019 6.30pm – 8.00pm
--------------------------	---

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 proposals, facilitate discussions and answer questions.

The Council website will contain information on the consultation. The web address is: [www.westlothian.gov.uk/Denominational-Primary-School-Catchment-Review](http://www.westlothian.gov.uk/Denominational-Primary-School-Catchment-Review)

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](mailto:Education.Consultation@westlothian.gov.uk)

All responses to be received by no later than 5.00pm on Tuesday 10 December 2019.

## **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 in March 2020.

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

بلدية ويست لوثيان West Lothian ، عرض لإعادة النظر حول مناطق القبول العائدة للمدارس الدينية وهي مدرسة سانت بول St Paul ومدرسة سانت نينيان St Ninian الابتدائية ومدرسة سانت ماري St Mary الابتدائية في بولبيث Polbeth

إذا رغبت بالحصول على نسخة من هذه الوثيقة ، فيرجى منك الاتصال مع ميلاني لوري MELANIE LAURIE على رقم الهاتف: 01506 281666 وذكر اسمك وعنوانك واللغة التي ترغب بترجمة الوثيقة إليها

西洛錫安議會政府關於對 St Paul's Primary School (圣保羅小學)、St Ninian's Primary School (圣妮妮安小學) 以及 St Mary's Primary School Polbeth (波爾比茲圣瑪麗小學) 的教派小學所覆蓋的區域進行審核的建議

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。

বশিষে ধৰ্মীয় গৌষ্ঠীভুক্ত প্ৰাইমারী স্কুল, সনেট পল্‌স প্ৰাইমারী স্কুল, সনেট নিনিয়ান্‌স প্ৰাইমারী স্কুল এবং পলবেথে-এৰ সনেট মৰৌজ প্ৰাইমারী স্কুলৰে ক্যাচমেন্ট এৰিয়াৰ পুনৰ্‌বচাৰ কৰে দেখোৱাৰ জন্ম ওয়স্ট লোথিয়ান কাউন্সিলি-এৰ প্ৰস্তাব।

আপনি যদি এই কাগজটোৰ একটা কপি চান, তাহলে দয়া কৰে **01506 281666 (০১৫০৬ ২৮১৬৬৬)** নম্বৰে মেলানী লরীকে (MELANIE LAURIE) টেলিফোন কৰে আপনার নাম, ঠিকানা এবং কোন ভাষায় আপনি এই কাগজটি অনুবাদ কৰা আপনি চান তা জানাবনে

Vestložiānas domes (*West Lothian Council*) priekšlikums pārskatīt konfesionālo pamatskolu – St Paul's pamatskolas, St Ninian's pamatskolas un St Mary's pamatskolas Polbetā (*Polbeth*) mikrorajonus

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

West Lothian Council, propozycja zweryfikowania rejonizacji wyznaniowych szkół podstawowych St Paul's Primary School, St Ninian's Primary School oraz St Mary's Primary School Polbeth

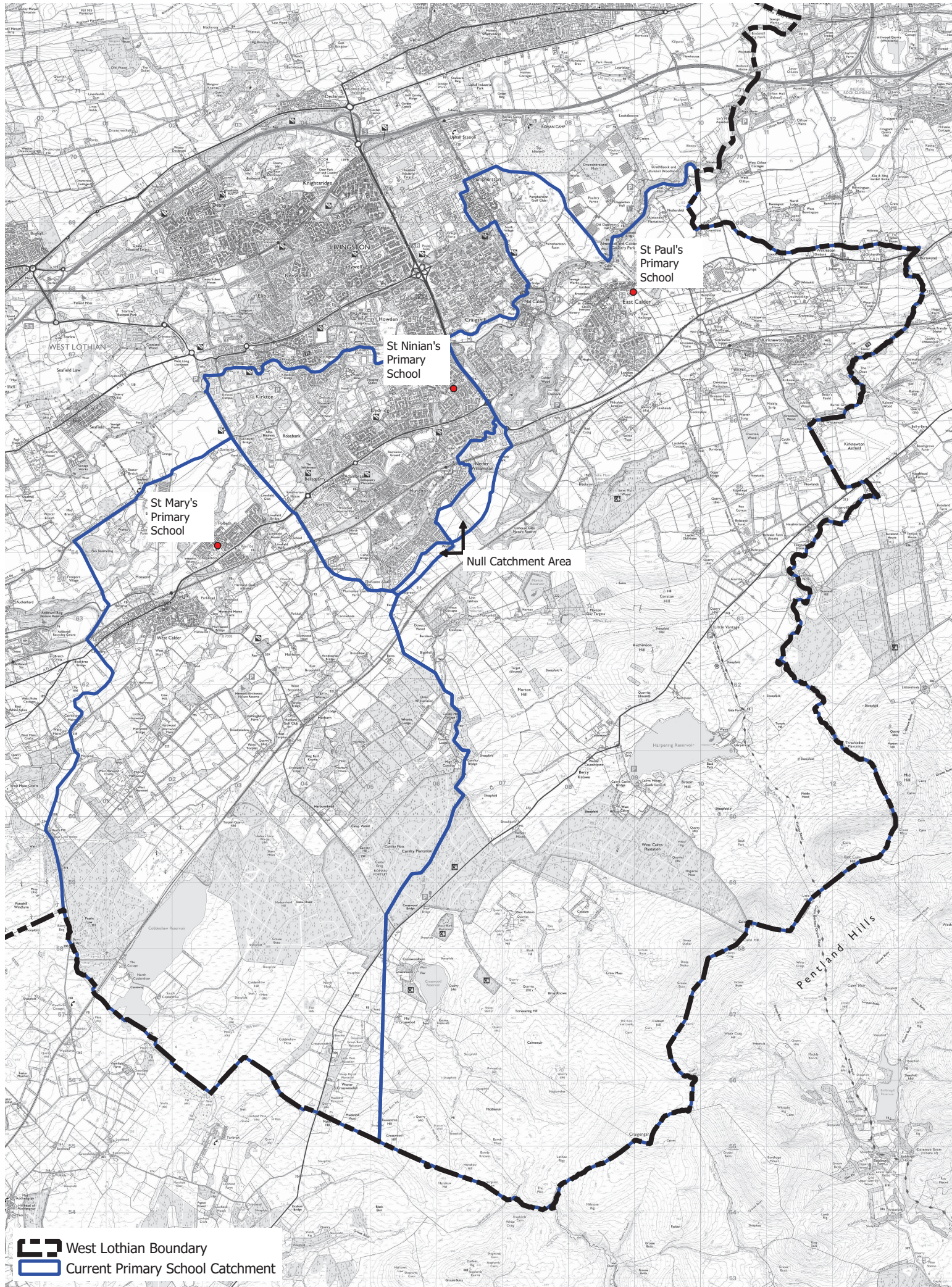
Aby otrzymać kopię tego dokumentu, prosimy zadzwonić do MELANIE LAURIE 01506 281666. NALEŻY PODAĆ SWOJE NAZWISKO, ADRES ORAZ JĘZYK, NA KTÓRY DOKUMENT MA BYĆ PRZETŁUMACZONY

ویسٹ لوٹھین کونسل، سینٹ پالز پرائمری اسکول، سینٹ ننیلز پرائمری اسکول اور سینٹ میریز پرائمری اسکول پولیبتھ پر غیر طبقاتی پرائمری اسکول کیچمنٹ ایریاز کا جائزہ لینے کی تجویز

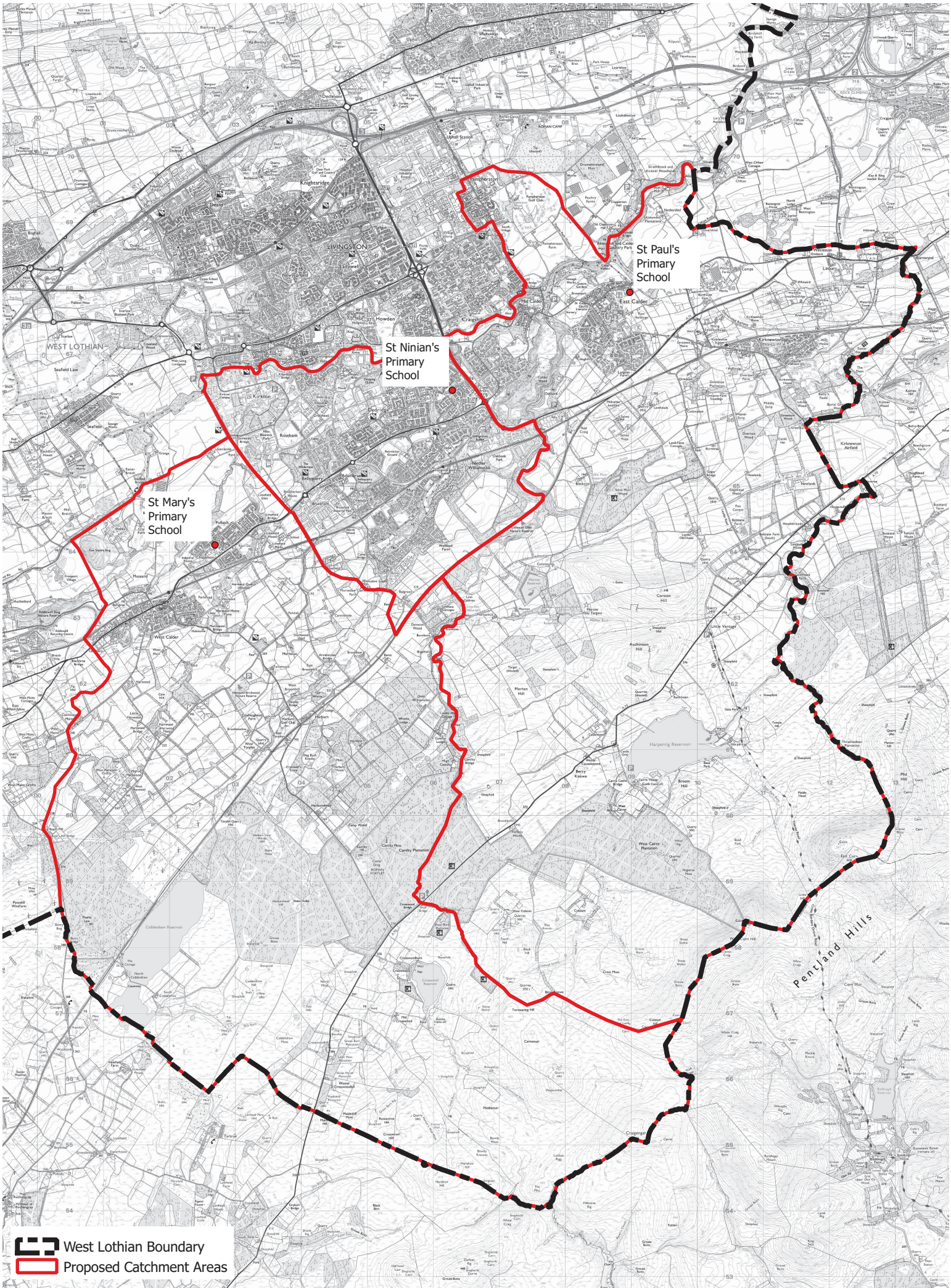
اگر آپ کو اس دستاویز کی ایک نقل چاہیے تو برائے مہربانی 01506 281666 پر میلینی لاوری سے رابطہ کریں، اپنا نام پتہ اور اس زبان کے بارے میں بتاتے ہوئے جس میں آپ اس دستاویز کا ترجمہ کروانا چاہتے ہیں


West Lothian savivaldybės siūlymas peržiūrėti denominacinių pradinųjų mokyklų pasiekiamumo zonas šv. Pauliaus (st Paul), šv. Triniano (st Ninian) ir šv. Marijos (st Mary) pradinėms mokykloms Polbeth'e.

**Jei norėtumėte šio dokumento kopijos prašome skambinti MELANIE LAURIE telefonu 01506 281666. PATEIKITE SAVO VARDĄ, ADRESĄ IR KALBĄ J KURIA NORĖTUMĖTE, KAD DOKUMENTAS BŪTŲ IŠVERSTAS.**



Current St Paul's Primary School, St Mary's Primary School (West Calder), St Ninian's Primary School catchment areas



 West Lothian Boundary  
 Proposed Catchment Areas

Proposed St Paul's Primary School, St Mary's Primary School (West Calder), St Ninian's Primary School catchment areas