

**WEST LOTHIAN COUNCIL EDUCATION SERVICES  
CONSULTATION DOCUMENT  
SEPTEMBER 2021**

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

- **ST MARY'S PRIMARY SCHOOL POLBETH**
- **OUR LADY OF LOURDES PRIMARY SCHOOL; AND**
- **ST NINIAN'S PRIMARY SCHOOL**

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## SECTION ONE

This section introduces the reason for the consultation. 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 Mary's Primary School Polbeth, Our Lady of Lourdes Primary School and St Ninian's Primary School.

### 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. St Mary's Primary School Polbeth
  - II. Our Lady of Lourdes Primary School
  - III. St Ninian's Primary School
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 in this instance, amendment to school catchment areas. 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 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 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**

The West Lothian Local Development Plan was approved in September 2018.

Within the Local Development Plan Gavieside is a major development with over 2,000 new dwellings planned. At present, almost the site is split between Our Lady of Lourdes Primary School and St Mary’s Primary School Polbeth catchment areas for denominational primary schooling.

In recognition of the West Lothian Local Development Plan, West Lothian Council has an obligation to address school capacities within the denominational primary school education sector. Doing so will offer opportunity to better match allocated housing developments to existing and future primary school capacities.

The figures detailed below show capacities and forecast school rolls at the denominational primary schools for St Mary’s Primary School Polbeth, Our Lady of Lourdes Primary School and St Ninian’s Primary School.

**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 Mary’s Primary School Polbeth	252	133	170	173	183	189	197	205	209	207	202	196
Our Lady of Lourdes Primary School	171	153	150	158	156	155	159	159	150	153	148	150
St Ninian’s Primary School	387	268	269	266	264	273	269	272	266	263	258	257

West Lothian Council note that said capacities are not well matched to the allocated Local Development Plan sites. Adopting the proposed approach detailed in Section 1.3 of this report offers a feasible solution that alleviates potential capacity issues.

**1.3. SUMMARY OF PROPOSALS**

The principal aim of the proposal is to address the demands of future housing developments and ensure the best use of existing and future school capacities in West Lothian denominational primary school catchment areas.

West Lothian Council propose to review admission arrangements as a result of alteration to the current denominational primary school catchment areas of:

- Proposal 1 – St Mary’s Primary School Polbeth
- Proposal 2 – Our Lady of Lourdes Primary School
- Proposal 3 – St Ninian’s Primary School

Details of proposed school catchment area realignment are explained in sections (1.3.1) – (1.3.4) of this report with area maps attached as appendices.

**1.3.1 PROPOSED CHANGE OF CATCHMENT AREA FROM OUR LADY OF LOURDES PRIMARY SCHOOL TO ST MARY’S PRIMARY SCHOOL POLBETH**

An area of Our Lady of Lourdes Primary School catchment north of the B7015 and south of the River Almond is proposed to transfer from Our Lady of Lourdes

Primary School catchment to St Mary's Primary School Polbeth catchment area. There are 7 existing residential properties in this area with no children in education in West Lothian.

### **1.3.2 PROPOSED CHANGE OF CATCHMENT AREA FROM ST NINIAN'S PRIMARY SCHOOL TO ST MARY'S PRIMARY SCHOOL POLBETH**

It is proposed to transfer a small area of St Ninian's Primary School catchment to St Mary's Primary School Polbeth catchment area. This will allow the catchments to follow the Killandean Burn. No residential properties are affected by this particular proposal.

### **1.3.3 PROPOSED CHANGE OF CATCHMENT AREA FROM ST MARY'S PRIMARY SCHOOL POLBETH TO ST NINIAN'S PRIMARY SCHOOL**

It is proposed to transfer a small area of St Mary's Primary School Polbeth catchment to St Ninian's Primary School catchment area. This will allow the catchments to follow the Killandean Burn. No residential properties are affected by this particular proposal.

### **1.3.4 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 Mary's Primary School Polbeth – St Kentigern's Academy
- Our Lady of Lourdes Primary School – St Kentigern's Academy
- St Ninian's Primary School – St Margaret's Academy

Further to proposed amendments to primary school catchments as detailed in sections (1.3.1) – (1.3.3) of this report it is further proposed to associate each of the identified area changes to the designated secondary school to ensure all secondary school catchments align with primary school catchments.

Maps of the proposed alterations can be found here:

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=43584>

## SECTION TWO

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 THREE

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

3.1	EDUCATIONAL BENEFIT STATEMENT
	<p>Whilst assessing the educational benefits of the proposals, the undernoted factors were considered:</p> <ul style="list-style-type: none"> <li> <p data-bbox="347 846 823 875">• <b>Curriculum For Excellence</b></p> <p data-bbox="347 882 1430 947">Curriculum for Excellence is the national curriculum of experiences and outcomes for all pupils, 3-18 years.</p> <p data-bbox="347 983 1430 1182">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 key principles of Curriculum for Excellence: challenge and enjoyment, breadth, progression, depth, personalisation and choice, coherence and relevance.</p> <p data-bbox="347 1218 1430 1317">A key educational advantage of the proposed amendments is that the affected schools will continue to be fully equipped to deliver the full breadth of Curriculum for Excellence.</p> <p data-bbox="347 1352 1430 1451">The continued engagement of creative teaching and learning approaches in viable and sustainable school establishments broadens scope for attainment and achievement and builds a positive ethos for staff and pupils alike.</p> </li> <li> <p data-bbox="347 1487 592 1516">• <b>Admission</b></p> <p data-bbox="347 1523 1430 1621">There will be no impact to pupils currently in attendance at West Lothian schools as a result of proposed variations to school catchment areas. All pupils will continue to attend their existing schools for the remainder of their primary stage education.</p> <p data-bbox="347 1657 1430 1827">Younger siblings of those pupils currently attending St Mary's Primary School Polbeth, Our Lady of Lourdes Primary School and St Ninian's Primary School will retain the catchment status of the older sibling and will be permitted to attend the existing primary school establishment if parents wish siblings to attend the same primary school.</p> <p data-bbox="347 1863 1430 1962">This catchment status would remain until such times that the sibling link is broken i.e. should the elder sibling leave primary stage education prior to commencement of the younger sibling at primary school.</p> </li> </ul>

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

It is proposed to transfer only the specified areas set out in section 1.3 of this report. All other existing catchment area criteria for each of the denominational primary schools highlighted in this report will remain unchanged.

- **School Capacity**

West Lothian Council do not anticipate any impact to existing school capacities at the detailed schools as a result of the proposed school catchment alterations.

- **School Management/Staff Teams**

West Lothian Council do not foresee alteration to current school management structures at the schools detailed in this report. All existing staffing facilitations and day to day operations within each of the schools will continue as is.

Any amendments to current staffing will be undertaken in accordance to West Lothian Council statutory recruitment processes.

- **School Transport**

There are no anticipated amendments to existing school transport provisions as a result of the proposals.

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

- **Secondary School Alignment**

There are no proposed amendments to existing primary to secondary school associations as a result of this proposed review of school catchment areas.

St Mary's Primary School Polbeth and Our Lady of Lourdes Primary School will continue to be an associated primary school and aligned to St Kentigern's Academy catchment.

St Ninian's Primary School will remain in alignment to St Margaret's Academy catchment.

Primary to secondary transition programmes currently adopted will be unaffected by the proposed amendment to catchment allocation. All of the relative establishments will endeavour as always to ensure the 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 the identified primary schools 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. Appropriate car park protocols and risk assessments will be maintained.

- **Breakfast / School Clubs**

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

Pupils will continue to be invited to take part in a wide range of extracurricular activities. Activities are designed to offer opportunity to learn new skills and enhance experiences. 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 with their ongoing contributions and working partnerships being considered 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 intimated proposals.

A principal 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.

All external links that each of the highlighted primary schools has 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 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 15<sup>th</sup> September 2021 until 5<sup>th</sup> November 2021.

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 online via Microsoft Teams.

Location	Date/Time
Microsoft Teams	30 <sup>th</sup> September, 19:00

[Click here to join the meeting](#)

The meeting 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 will contain information on the consultation. The web address is: <https://www.westlothian.gov.uk/article/47477/Schools-and-Education-Consultations>

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

Catherine Campbell, 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 5<sup>th</sup> November 2021.

## **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 Spring 2022.

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

**West Lothian Council proposal to review school catchment areas at St Mary's Primary School Polbeth, Our Lady of Lourdes Primary School and St Ninian's Primary School**

If you would like a copy of this document please contact

[Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk) , giving your name, address and the language you would like the document translated in to

اقتراح مجلس لوٲيان الغربية لمراجعة المناطق التي تقع في النطاق المحيط بمدرسة سانت ماري الابتدائية بولبٲ ومدرسة سيده لوردز الابتدائية ومدرسة سانت نينيان الابتدائية  
إذا كنت ترغب في الحصول على نسخة من هذا المستند ، فيرجى الاتصال بـ  
Education.Consultation@westlothian.gov.uk ، مع إعطاء اسمك وعنوانك واللغة التي ترغب في ترجمة الوثيقة إليها.

**Propozycja Rady Miasta West Lothian przeglądu okolic naboru do szkół podstawowych: St Mary's Primary School Polbeth, Our Lady of Lourdes Primary School oraz St Ninian's Primary School**

Jeżeli chcieliby Państwo otrzymać kopię tego dokumentu prosimy o kontakt z

[Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk) , podając swoje imię i nazwisko, adres zamieszkania oraz w jakim języku chcieliby Państwo otrzymać ten dokument

سينٲ ميري پرائمرى سكول پولبيٲه، اور ليٲى آف لورٲيز پرائمرى سكول، اور سينٲ نينين پرائمرى سكول ميں سكول كيچمنٲ ايريا (يعنى مقامى بچوں كے ليئے سكول كے علاقوں) كا ازسرنو جائزه ليئے كے لئے ويسٲ لوٲهئين كونسلى كى تجويز

اگر آپ اس دستاويز كى ايك نقل چاہتے هيں تو برائے كرم درج ذيل سے رابطہ كريں.  
Education.Consultation@westlothian.gov.uk، برائے مهربانى اپنا نام، پتہ اور اس زبان كا نام جس ميں آپ ترجمہ شدہ دستاويز چاہتے هيں، مہيا كريں۔

西洛锡安议会政府关于对St Mary's Primary School Polbeth (波尔比兹圣玛丽小学), Our Lady of Lourdes Primary School (露德圣母小学) 以及St Ninian's Primary School (圣妮妮安小学) 所覆盖的区域进行审核的建议

如果您希望获得一份该文件的翻译件，请将您的名字、住址、以及您希望将本文件翻译成的语言告诉我们：[Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk)

West Lothian 評議會提議審查 Polbeth 的 St Mary 小學，Our Lady of Lourdes 小學和 St Ninian 小學的學校追趕區域

如果您需要本文檔的副本，請聯繫 [Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk)，將你的姓名，地址和提供您希望將文檔翻譯成的語言

সেইন্ট ম্যারিজ প্রাইমারী স্কুল পোলব্যথ (St Mary's Primary School Polbeth), আওয়ার ল্যাডী অব লোর্ডেস প্রাইমারী স্কুল (Our Lady of Lourdes Primary School) এবং সেইন্ট নীনিয়ান্স প্রাইমারী স্কুলসমূহের (St Ninian's Primary School) ক্যাচমেন্ট এরিয়াগুলো (শিক্ষার্থী ভর্তির অগ্রাধিকার এলাকার সীমানা) পুনর্বিবেচনার জন্যে পশ্চিম লোথিয়ান কাউন্সিলের প্রস্তাবনা।

যদি আপনি এই দলিলের একটি কপি পেতে চান, তাহলে অনুগ্রহ করে [Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk)-তে যোগাযোগ করুন এবং আপনার নাম, ঠিকানা দিন এবং এই দলিলটি কোন্ ভাষায় পেতে চান তা উল্লেখ করুন।

Vakarų Lodiano tarybos pasiūlymas patikrinti Šv. Marijos pradinės mokyklos Polbete, Lurdo Dievo Motinos pradinės mokyklos ir Šv. Niniano pradinės mokyklos rajonus

Jeigu pageidautumėte gauti šio dokumento kopiją, parašykite adresu [Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk), nurodydami savo vardą, adresą ir kalbą, į kurią turėtų būti išverstas dokumentas

Vestlothianas padomes (West Lothian Council) ierosinājums pārskatīt skolu mikrorajonu robežas pamatskolām St Mary's Primary School Polbeth, Our Lady of Lourdes Primary School un St Ninian's Primary School

Ja vēlaties saņemt šī dokumenta kopiju, lūdzam sazināties ar [Education.Consultation@westlothian.gov.uk](mailto:Education.Consultation@westlothian.gov.uk), norādot savu vārdu, adresi un valodu, kādā vēlaties saņemt dokumenta tulkojumu