

**WEST LOTHIAN COUNCIL EDUCATION SERVICES
CONSULTATION DOCUMENT
October 2023**

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

- **ST MARGARET'S ACADEMY**
- **ST KENTIGERN'S ACADEMY**

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**

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 non-denominational primary school catchment areas.

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 secondary school catchment areas of:
 - I. St Margaret's Academy
 - II. St Kentigern's Academy.
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, proposed 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 & RATIONALE FOR CHANGE

Sinclair Academy in Winchburgh opened for S1 in August 2023 and will accommodate denominational secondary children from the associated primary schools of Holy Family PS (Winchburgh), St Nicholas' PS (Broxburn) and St Joseph's PS (Linlithgow).

This creates additional capacity at both St Kentigern's Academy and St Margaret's Academy. However due to the historic placing request patterns in Linlithgow where many St Joseph's parents choose Linlithgow Academy and the fact that two associated primary schools that were formerly associated with St Margaret's Academy are moving to Sinclair Academy compared to just one from St Kentigern's Academy there is an imbalance in the capacity created across the two schools

The proposed changes in denominational primary to secondary association ensures that secondary catchments consist of entire primary school catchments while better balancing denominational secondary demand across West Lothian.

1.3 Summary of Proposals

The proposal is to change the association of St Mary's (Polbeth) Primary School from St Kentigern's Academy to St Margaret's Academy. This would remove the entire catchment of St Mary's Polbeth Primary School from St Kentigern's Academy catchment and add it to St Margaret's Academy catchment.

The St Mary's (Polbeth) Primary School catchment consists of the villages of Polbeth & West Calder; rural areas around Harburn & Harwood; and the Brucefield area of Livingston (Old School Avenue).

Polbeth is slightly closer to St Margaret's Academy (2.5 miles) than St Kentigern's Academy (4 miles). West Calder, is a similar distance to both schools (3.5 miles).

Admission Arrangements

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 secondary stage education.

Younger siblings of pupils currently attending schools would retain the catchment status of the older sibling.

Capacity at St Margaret's Academy

Current year group sizes at St Mary's (Polbeth) are between 17 and 29. At present a significant number of St Mary's (Polbeth) children make placing requests for West Calder High School (including all P7 children in 2023, none of whom have applied for St Kentigern's Academy

It is therefore likely that there will be no more than 10-15 S1 applications from St Mary's (Polbeth) to St Margaret's each year. This is significantly smaller than the number of children from Holy Family and St Nicholas' who are likely to attend Sinclair Academy from August 2023 (currently more than 60 in the August 2023 S1 applications). There will therefore not be any net increase in capacity pressure at St Margaret's Academy.

SECTION TWO

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

2.1 EDUCATIONAL BENEFIT STATEMENT

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

- **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 key principles of Curriculum for Excellence: challenge and enjoyment, breadth, progression, depth, personalisation and choice, coherence and relevance.

A key educational advantage is that the affected schools will continue to be fully equipped to deliver the full breadth of Curriculum for Excellence.

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**

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 secondary stage education.

Younger siblings of pupils currently attending schools would retain the catchment status of the older sibling and would be permitted to attend the existing school establishment if parents wish siblings to attend the same school.

This catchment status would remain until such times that the sibling link is broken i.e. should the elder sibling leave secondary stage education prior to commencement of the younger sibling at secondary school.

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

https://www.westlothian.gov.uk/media/2238/Secondary-School-Admission---Policy-and-Procedure/pdf/Secondary_School_Admission_-_Policy_and_Procedure.pdf

All other existing catchment area criteria for each of the denominational secondary 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**

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](#)

- **Transition**

St John Ogilvie Primary School, Howden St Andrew's Primary School, St Ninian's Primary School, St Paul's Primary School will continue to be aligned to St Margaret's Academy along with the addition of St Mary's (Polbeth) Primary School.

Our Lady of Lourdes Primary, Our Lady's Primary, St Anthony's Primary, St Columba's Primary, St John the Baptist Primary, St Joseph's (Whitburn) Primary, St Mary's (Bathgate) Primary and St Thomas' Primary will remain aligned to St Kentigern's Academy.

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 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**

All external links that each of the highlighted 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 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 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 17 October 2023 until 01 December 2023.

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
St Mary's (Polbeth) Primary School	20 November 2023 – 19.00

This 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: www.westlothian.gov.uk/education

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

address given below:

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

All responses to be received by no later than 5.00pm 01 December 2023.

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 12 March 2024.

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

Propozycja władz lokalnych West Lothian Council dotycząca przeglądu obwodu niewyznaniowych szkół podstawowych w następujących placówkach: St Kentigern's Academy, St Margaret's Academy W celu uzyskania kopii niniejszego dokumentu należy zadzwonić do Catherine Campbell pod numer telefonu 01506 281666. NALEŻY PODAĆ IMIĘ I NAZWISKO, JAK I JEZYK, W KTÓRYM WYMAGANE JEST TŁUMACZENIE

West Lothian savivaldybės pasiūlymas peržiūrėti ne denominacinių pradinį mokyklų pasiekiamumo zonas St Kentigern's Academy, St Margaret's Academy.

Jei norėtumėte šio dokumento kopijos prašome skambinti Catherine Campbell telefonu 01506 281666. PATEIKITE SAVO VARDĄ, ADRESĄ IR KALBĄ J KURIAJ NORĖTUMĖTE, KAD DOKUMENTAS BŪTŲ IŠVERSTAS.

Vestloziānas domes (*West Lothian Council*) priekšlikums pārskatīt nekonfesionālo pamatskolu – St Kentigern's Academy, St Margaret's Academy.

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

