

## REPORT TO GARIOCH AREA COMMITTEE – 3 DECEMBER 2019

### CONSULTATION REPORT ON THE REVIEW OF INVERURIE PRIMARY SCHOOL CATCHMENT AREAS

#### 1 Reason for Report / Summary

- 1.1 This is the formal consultation report on the Review of Inverurie Primary School Catchment Areas. Following a statutory consultation period, all responses have been assessed and a recommendation has been made regarding the proposed future catchment areas for the three primary schools in Inverurie. Councillors are being asked to make a recommendation to the Education and Children's Services Committee that the proposal is approved.

#### 2 Recommendations

**The Committee is recommended to:**

- 1. consider the consultation report on the Review of Inverurie Primary School Catchment Areas (Appendix 1); and**
- 2. make a recommendation to the Education and Children's Services Committee that the Council should approve the proposed catchment areas for the three primary schools in Inverurie (Kellands School, Strathburn School and Uryside School) as detailed at 4.2 below.**

#### 3 Purpose and Decision Making Route

- 3.1 The Schools (Consultation) (Scotland) Act 2010 requires that local authorities undertake a formal consultation process whenever changes are proposed to the location or catchment area of a school; or when a school is being considered for closure.
- 3.2 The Education and Children's Services Committee (ECS) on 30 May 2019 approved the launch of the statutory consultation to review the catchment areas for Kellands School, Strathburn School and Uryside School.
- 3.3 The rising pupil numbers at some of the primary schools along with the opening of Uryside School prompted the need for a review of the catchment areas. The proposal document suggested possible changes to the catchment areas for each of the three schools in the town of Inverurie.
- 3.4 The proposal report was consulted on between 5 June 2019 and 6 September 2019. This covered the required minimum 30 days term time consultation. A public meeting was held in this timeframe on 29 August 2019 at Inverurie Academy. The public meeting provided stakeholders an opportunity to view the proposed catchment areas on large detailed maps, ask any questions about the proposals and provide their feedback. A note of this meeting is available on the Aberdeenshire Council website:

<https://www.aberdeenshire.gov.uk/schools/education-consultations/>

- 3.5 A report was presented for consideration at Garioch Area Committee on 25 June 2019. The committee agreed to receive a follow up report in November 2019 in order to submit a recommendation to the ECS Committee on 5 December 2019 as part of the decision-making process.
- 3.6 This report was previously considered by Garioch Area Committee on 12 November 2019. The committee deferred the item to 3 December 2019 to allow further discussions to take place at a ward meeting.

#### 4 Discussion

- 4.1 At the end of the consultation period all written submissions, along with a note of the public meeting, were provided to Education Scotland. Their report is included as Appendix 4.
- 4.2 Officers within Education and Children's Services have carefully considered all the responses to the consultation and have made a recommendation in their report (Appendix 1) paragraph 7.2.1. The recommendation is that the council should approve the changes proposed to the catchment areas for Kellands School, Strathburn School and Uryside School.

These changes were part of Proposal 2 and include a rezone of the area adjacent to North Street from Uryside School to Strathburn School. A rezone of the area in between Blackhall Road and Middlemuir Road to Strathburn School from Kellands School and a rezone of the area North West of Blackhall Road / Westburn from Kellands School to Strathburn School. Officers are also recommending that the highlighted areas known as three and four are rezoned to Kellands School from Uryside School.

#### 5 Council Priorities, Implications and Risk

- 5.1 This report helps deliver Council Priority 3 - Providing the best life chances for all our children and young people by raising levels of attainment and achievement.

This report helps deliver Council Priority 9 – Delivering responsible, long term financial planning.

The report helps deliver Council Priority 10 – Having the right people, in the right place, doing the right thing, at the right time.

- 5.2 The table below shows whether risks and implications apply if the recommendation is agreed.

Subject	Yes	No	N/A
Financial		X	
Staffing	X		
Equalities		EIA attached as Appendix 5	
Fairer Scotland Duty		EIA attached as Appendix 5	
Town Centre First		X	
Sustainability			X

Children and Young People's Rights and Wellbeing		X	
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- 5.3 An equality impact assessment has been carried out as part of the development of the proposals set out above. It is included as Appendix 5 and no impact has been identified.
- 5.4 The proposal could result in staffing implications for each school. Whilst there is no overall increase in pupil numbers as a result of this proposal, the teaching numbers may need to be realigned with future school rolls, in line with current agreed staffing formulas. Any necessary changes would be implemented from August 2020 and would be in conjunction with HROD service and unions in accordance with existing Council Human Resources policy and procedures.
- 5.5 The following Risks have been identified as relevant to this matter on a Strategic Level [Directorate Risk Registers](#). ECSR002 (Developing Excellence and Equality). The council needs to be assured that our E&CS Estate will deliver an inclusive and positive environment for learning, working that is fit for purpose.

## 6 Scheme of Governance

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report and are satisfied that the report complies with the [Scheme of Governance](#) and relevant legislation.
- 6.2 The Committee is able to consider this item in terms of Section B.5.2 of the [List of Committee Powers in Part 2A](#) in Part 2A of the Scheme of Governance as it relates to the power to make recommendations to the Policy Committee responsible for education provision on school re-zoning, new zones and on capping schools.

### Laurence Findlay Director of Education and Children's Services

Report prepared by Maxine Booth, Quality Improvement Manager (Learning Estates) and Rachael Goldring, Learning Estates Team Leader  
Date: 31 October 2019

### List of Appendices

- Appendix 1 – Consultation Report on Review of Inverurie Primary School Zones
- Appendix 2 – Map of Proposed Catchment Areas
- Appendix 3 – Pupil Consultation Responses
- Appendix 4 – Education Scotland Report
- Appendix 5 – Equality Impact Assessment

APPENDIX 1



**CONSULTATION REPORT ON THE REVIEW OF  
INVERURIE PRIMARY SCHOOL CATCHMENT  
AREAS**

**2019**

**This Consultation Report has been issued by Education &  
Children's Services of Aberdeenshire Council in accordance with  
the Schools (Consultation) (Scotland) Act 2010**

- 1 THE PROPOSAL
- 2 PUBLIC ENGAGEMENT
- 3 WRITTEN RESPONSES
- 4 ASSESSMENT OF THE PROPOSED ZONING OPTIONS
- 5 EDUCATION SCOTLAND REPORT
- 6 EDUCATION AUTHORITY RESPONSE TO WRITTEN AND ORAL REPRESENTATIONS
- 7 COMPLIANCE WITH SECTION 9(1) OF THE SCHOOLS (CONSULTATION) (SCOTLAND) ACT 2010 AND CONCLUSIONS

- Appendices –

- Appendix 2 Map of Proposed Catchment Areas
- Appendix 3 Pupil Consultation Responses
- Appendix 4 Education Scotland Report
- Appendix 5 EIA

## 1. THE PROPOSAL

- 1.1 Aberdeenshire Council's Education & Children's Services Committee at its meeting on 30 May 2019, authorised a statutory consultation with local stakeholders in respect of the Inverurie Cluster. In particular the consultation was focused upon the catchment areas for Kellands School, Strathburn School and Uryside School in the town of Inverurie.

The Proposal Document was issued to those individuals and bodies listed under Distribution within the document. The Proposal Document was also published on the Council website:

<http://aberdeenshire.gov.uk/schools/education-consultations/>

The Proposal Document made clear to consultees that the consultation period would run from 5 June 2019 until 6 September 2019 – a period of 37 school days in total.

The proposal document contained maps showing the proposed changes for each school. One of these proposals was to retain the status quo and make no changes to any of the catchment areas. The council asked which of these changes would be preferred for each school. No changes were proposed for the secondary catchment.

### 1.2 Educational Benefits Statement

The proposal document contained an Educational Benefit Statement. Some of the schools within the cluster are operating close to capacity which results in less space being available for pupils and imposes restrictions in delivering the curriculum. The proposed changes address the issues to an extent and over time will provide the additional learning space for pupils in schools. The zoning options should also help consolidate what is happening in practice at each of the three schools through out of zone placing request. Currently a large number of families are submitting placing requests to Strathburn School and Kellands School from a concentrated area of the town currently zoned to Uryside School. Aberdeenshire Council is committed to delivering entitlements to learners in the 21<sup>st</sup> century according to Curriculum for Excellence.

## 2. PUBLIC ENGAGEMENT

- 2.1 In October 2018, three informal engagement sessions were held at each of the three primary schools in the town of Inverurie. An online survey was also made available to assess the opinions of residents in the Inverurie Cluster on the current school catchments.

The engagement sessions and the results from the online survey proved very useful and the information was used to formulate a set of proposals which were consulted on during the statutory consultation period over the summer of 2019.

- 2.2 During the statutory consultation period a public meeting was held at Inverurie Academy on Thursday 29 August 2019. The public meeting was advertised in the local press and on social media in advance. The meeting was attended by officers, local elected members, parents / carers of each respective school. A full note of the meeting is available on the Council website at the link provided in 1.1 above.

There were several comments and questions raised regarding:

- Planned housing in the area
- Nursery provision - a parent asked a question about nursery provision and if a child could still attend the primary school if they are already in the nursery
- Had the proposal document had been shared with private nurseries in the area
- How many people had completed the online survey so far?
- How well attended were the informal sessions at each school
- Would an extension be required in the future for Strathburn or Kellands School. A comment that it wasn't made clear on the proposal document that it may be possible to extend Kellands School.
- Crichton housing development – concern about the capacity of Port Elphinstone School with the possibility of 700 houses being built in the catchment.

### 2.3 Pupil Engagement

As part of the consultation process, the head teachers from Kellands School, Strathburn School and Uryside school posed a short set of questions to pupils about the proposals to rezone the catchment areas. A summary note of responses from the pupils is appended (**Appendix 3**).

## 3. **WRITTEN RESPONSES**

- 3.1 One email was received from a parent who wanted the Kellands catchment to stay as it is, as it would seem that the school does have scope to be extended.
- 3.2 An online survey was issued to all parents of existing pupils attending the primary schools under consultation, as well as members of staff, and the wider community. There was a response rate of 216. The online survey contained a map of the current catchment for Kellands, Strathburn and Uryside School and maps of the proposal options for each school. A map containing four highlighted areas was also provided. These areas could be included in either Proposal 1 or 2 as there are limited numbers of pupils currently living there or expected to live there in future years. A table containing current school roll forecast data for the three primary schools was also included. The following questions were asked:

**Q 1 Kellands School: Which proposed catchment do you prefer?**

Answer Choices	Responses %	Response Rate
Proposal 1	28.64	61
Proposal 2	34.74	74
Current catchment is better	7.51	16
No preference	29.11	62

21 responses were received in the comments section. A summary of these comments is given below:

- There needs to be safe crossings put in place for children walking from the Westgate area as there are too many fast-busy roads for them to cross safely.
- Two comments stating there should be another primary school built for the growing size of Inverurie. Would be better to keep the west side of the bypass as Kellands catchment as so many of the children within the Malcolm Allan developments play together and would be nice to go to school together.
- Kellands Unit 2 needs to be extended on to the playing field.
- I have more issue with the current class sizes. The classes are not designed for larger numbers.
- We live in Westburn Gardens and currently all the children go to Kellands. I went to Kellands and moved here so that our children would hopefully go too.
- Pedestrian access to Kellands from those west of A96 must be considered as children are currently crossing a very busy road beside Morrisons with no pedestrian crossing or lollipop resource.
- With Market Place no longer existing for children who live in highlighted areas 3 and 4, we would prefer to be zoned to Kellands School. We stay in Rose Land and Kellands is far closer and safer for walking.
- Children need to be able to walk to school and that has to be the priority. If rezoning needs to take place, then we should be looking at areas where pupils already get transport.
- I don't want my youngest to attend a different school from her sibling, even though she will have moved to the Academy.
- My son is in P5 so it won't affect him.
- Properties along the High Street could maybe be included in the catchment for Kellands as it is the closest school by some way.
- I currently have two children at Kellands. My third child is due to go to school in 2020 and I would prefer that we remain in the Kellands catchment as per Proposal 1.
- My son is due to start Kellands nursery in August 2019 as that is our catchment. If this changes and we are then zoned for Strathburn it'll mean he has had two terms at a school nursery he won't be going to the actual school. I would need reassurances that he could be moved to Strathburn nursery if the catchment was to change.
- We would strongly want to keep the John Sorrie Drive are in the catchment for Kellands School.



- Kellands would be my first school of choice, however if existing pupils are not to be moved, going forward I believe Proposal 2 would be the best option. The stats are obvious when you look at the existing and forecasted roll.
- Two comments stating that Kellands shouldn't lose the Westgate area and splitting the two developments wouldn't be a good idea.
- Issue with walkability and cyclability. Currently no remotely safe route for anyone south west of A96 to reach Kellands. No controlled crossings and very busy roads.

**Q 2 Strathburn School: Which proposed catchment area do you prefer?**

Answer Choices	Responses %	Response Rate
Proposal 1	30.81	61
Proposal 2	35.35	70
Current catchment is better	6.06	12
No preference	27.78	55

Six responses were received in the comments section. A summary of these comments is given below:

- Class sizes to actual sizes of the class is enough. Framing bodies into small spaces is not a good educational experience.
- Pedestrian access to Kellands from those west of the A96 must be considered.
- Would much prefer remaining within the current Strathburn zoning. Uryside far less accessible and would always involve driving our children to school.
- New school needed.

**Q 3 Uryside School: Which proposed catchment area do you prefer?**

Answer Choices	Responses %	Response Rate
Proposal 1 & 2	48.11	89
Current catchment is better	12.97	24
No preference	38.92	72

Proposal 1 and 2 were the same for Uryside School. Six responses were received in the comments section. A summary of these comments is given below:

- Definitely rezone North Street and Harlaw Road to Strathburn School.
- If they keep building houses the school will not meet needs. Another school is needed.
- Would prefer High Street / Old Station road catchment to change to Kellands as it enables children to walk to school.

- The school is inaccessible within a reasonable timeframe for many residents of Inverurie, especially those who cannot drive. Its distance encourages driving, clogging the roads and disrupting the reasonably quiet estate that the school is situated on. It is unreasonable to expect a P1 to walk to and from this school from the outer limits of the catchment. The route is not particularly safe for older children to walk alone. Should be thought of in the planning stages. The area at the end of the High Street near St Mary’s Church should not still be zoned to Uryside. It is closer to Kellands and far more practical for kids to walk to Kellands than all the way to Uryside.
- All dependant on if Strathburn School can actually cope with the increase in capacity. This would all have to be taken into consideration before rezoning is done.

**Q4 Proposals Overview – Which proposed catchment area do you prefer?**

Answer Choices	Responses %	Response Rate
Proposal 1	29.34	49
Proposal 2	39.52	66
Current catchment is better	10.78	18
No preference	19.76	33

19 responses were received in the comments section. A summary of these comments is given below:

- Similar comments as previously recorded relating to a new school being required and concern regarding the safety of children crossing at Morrisons.
- Makes sense for pupils living closer to Strathburn in the Westburn area to be zoned to that school.
- What about the smaller schools like Chapel of Garioch and Port Elphinstone taking some of the capacity. Country children from Drimmies / Burnhervie / Dubston areas could have been removed from the forecasts meaning neither school was above capacity.
- How has Strathburn School capacity changed from 442 in 2017 with no changes to the school building.
- It mentions that Strathburn School was built with the option to extend however when will the council take into account that Kellands is an ageing building and the health and wellbeing of the pupils is being affected. Attending a building that had to close due to no heating and a generator had to be put in place for a considerable length of time as it took time to source parts for an ageing heating system. This will only continue, so feel this is an appropriate time to take these things into account.
- Delaying the problem to 2022/23 surely allows alternative plans to be implemented in the intervening time. Proposal 1 puts Kellands beyond capacity as soon as 2020.
- Eventually Strathburn will be oversubscribed with Proposal 1 so not sure this solves the issue.

- Proposal 1 is not in the best interests for Kellands School. With it being the smallest school in Inverurie with the lowest capacity I cannot see what the benefit would be over the next 4 years in Proposal 1. Should the houses in the North East area of Western Road not be zoned to Strathburn to raise the numbers there.
- Neither because they both go over capacity.
- Regardless of which proposal is used both Kellands and Strathburn go over capacity. A new school is needed.
- We feel strongly about keeping the John Sorrie area of the town in the Kellands catchment area. I have worries regarding the level of high achievers at Kellands if there is a change in catchment areas.

### Current catchments with highlighted areas

A map containing four highlighted areas that could be included as part of either proposal was provided. The highlighted areas were based on proximity to a primary school and suggestions made by consultees at the informal engagement sessions that perhaps the houses in these areas could be rezoned to another school.

Highlighted areas 1 and 2: consultees were given the choice of Strathburn School (current catchment) or Uryside School.

Highlighted area 3: consultees were given the choice of Uryside School (current catchment), Kellands School or Strathburn School.

Highlighted area 4: consultees were given the choice of Uryside School (current catchment), Kellands School or other (please specify).

There are no planned housing developments in any of these areas and if they were to be rezoned to a different school, there would be a limited impact on pupil numbers.

Which school do you think the following highlighted areas should be zoned for?

Area	Options	Responses %	Response Rate
1 (Q5)	Current catchment (Strathburn School)	72.97	108
	Uryside School	27.03	40
2 (Q6)	Current catchment (Strathburn School)	70.47	105
	Uryside School	29.53	44
3 (Q7)	Current catchment (Uryside School)	31.33	47
	Kellands School	60.00	90
	Strathburn School	8.67	13
4 (Q8)	Uryside School	39.07	59
	Kellands School	53.64	81
	Other (please specify) *	7.28	11

\*The comments received are summarised below:

- Closer to Kellands so fairer for parents
- Split between Port Elphinstone and Kellands
- Zone 1 should have the option for Chapel of Garioch or Logie Durno
- The upper part of zone 4 could go into Uryside and while the lower portion to Kellands
- Give more to Chapel of Garioch and Keithhall
- A few comments asking for it to be split between Port Elphinstone and Keithhall

#### **4. ASSESSMENT OF THE PROPOSED ZONING OPTIONS**

4.1 Three options regarding the rezoning of the primary schools in the town of Inverurie were consulted upon, with one option retaining the status-quo.

4.2 **Proposal 1 – Changes to Kellands School, Strathburn School and Uryside School catchment areas. There is also an option to include additional highlighted areas if preferred.**

This proposal would rezone the area adjacent to North Street from Uryside School to Strathburn School. The area in between Blackhall Road and Middlemuir Road would also be rezoned from Kellands School to Strathburn School.

Comments made by consultees suggest that this option would not be the preferred option as Kellands School would still remain over capacity until 2022 until the roll is projected to decrease in 2023, whilst Strathburn School and Uryside School have the capacity for additional pupils. This proposal would however formalise what is happening already in practice with regards to out of zone placing request applications.

Highlighted areas: Consultees have indicated a preference for areas 3 and 4 to be included in the Kellands School catchment area.

4.3 **Proposal 2 – Make the changes as in Proposal 1 and rezone the North West part of the Kellands catchment area to Strathburn school. There is also an option to include additional areas if preferred.**

This proposal includes the changes made in Proposal 1 and a rezone of the area North West of Blackhall Road / Westburn from Kellands School to Strathburn School. No additional changes to the Uryside zone from Proposal 1. The boundary line near Drimmies has been aligned with the A96.

The response to each question by consultees suggests that Proposal 2 is the preferred option.

Highlighted areas: consultees have indicated a preference for areas 3 and 4 to be included in the Kellands School Catchment Area.

**4.4 Proposal 3 – Retain the Status Quo – Keep the current zoning arrangements for the Inverurie Cluster with no changes made to the catchment areas.**

Only 10% of respondents to the online survey expressed a wish for the catchment areas to remain the same. One email received from a consultee expressed a wish for the catchment areas to remain the same if it was possible that Kellands School could be extended. Placing request data gathered by the council would suggest that a change in the zones is required to formalise what is already happening in practice. The status quo would result in Kellands School still being over capacity whilst there is spare capacity at Strathburn School.

**5. EDUCATION SCOTLAND REPORT**

- 5.1 The Education Scotland report is reproduced in full (Appendix 4).
- 5.2 The Education Scotland report acknowledges the main potential educational benefit arising from the proposal is that it could enable more children to attend the geographically closest school to their home within Inverurie. There are currently a large number of families from homes now zoned to Uryside School submitting placing requests to Strathburn and Kellands Schools. Changes to the catchment areas would consolidate what is currently happening in practice through out of zone placing requests.
- 5.3 Education Scotland stated that the council should clarify how it would address the capacity issues with proposal one and proposal two. The school roll forecasts in proposal one indicate that the number of pupils attending Kellands School would exceed capacity between 2020 and 2023 and that under proposal two, Strathburn School would exceed its capacity by 2022. The council should clarify this in its final proposal document.
- 5.4 The report also states that the council should clarify how it will ensure sufficient space is made available in Kellands School and Strathburn School in its final proposal document.
- 5.5 HM Inspectors visited all three schools and spoke to parents, staff and children who saw some merit in the council's proposal. They thought that enabling more children to attend the school closest to their home without having to make a placing request would be a positive and necessary change. However, parents felt that it had been difficult to identify proposed school catchment boundaries from the maps provided. Parents and staff were also concerned about walking distances and safe routes to school from Uryside School. Equity of educational provision, since the space available for teaching and learning and the quality of facilities differed considerably amongst the three schools was also a concern to parents and staff.
- 5.6 The HM Inspectors spoke with Kellands School staff, parents and children who had concerns about the school's capacity to cope with existing numbers of

children and felt the school overall was in need of capital investment to facilitate appropriate space, including space for dining school arrangements.

- 5.7 At Strathburn School staff and parents were concerned about the potential for overcrowding and how the council would manage pupil numbers if the school roll were to exceed its capacity. They were concerned about the loss of outdoor learning and playground space.
- 5.8 At Uryside School staff, parents and children thought that the distance of almost two miles from Inverurie town centre to the school on a path alongside a busy road was a significant issue. Parents felt that better school or public transport would improve children's access to Uryside School.
- 5.9 At the public meeting, a stakeholder asked why the proposal document doesn't include a paragraph relating to any need for capital investment at Kellands School. The Education Scotland report states that the council need to rectify this in its final proposal document.
- 5.10 The Education Scotland report concluded that the proposal has the potential to be of educational benefit by enabling more children to attend schools closest to their homes. It could enable more parents to secure a place for their children at their local school without having to submit a placing request. The council should improve its educational benefits statement, particularly information on how its proposal could result in potentially improved experiences and outcomes for children.

In the final consultation document the council should provide reassurance to stakeholders that both Kellands School and Strathburn School will have the capacity to deal with the increased number of children forecast including more detail on the possible need for capital investment at those schools.

## **6. EDUCATION AUTHORITY RESPONSE TO WRITTEN AND ORAL REPRESENTATIONS**

### **6.1 Educational Benefits**

For Aberdeenshire Council, Education & Children's Services, educational benefit to pupils affected by the proposal is an important aspect. Pupils are already receiving high quality education at schools within the Inverurie Cluster.

Changes to the catchment areas will ensure a more even allocation of school places. This will relieve the physical pressure on those schools forecast to exceed capacity in future years, thereby providing better physical environments for learning.

Siblings of existing pupils will be entitled to attend the same school, thus keeping families together. No children currently attending the schools will be forced to move school, although some may choose to. The proposal has no impact on nursery placements as there are no catchment areas for nurseries.

Parents may still send their child to their preferred nursery, subject to available places.

Parents have a high regard for the standard of teaching and learning at each school in the cluster. The realignment of pupil numbers will have a positive impact upon the suitability of learning and teaching spaces thus ensuring equity of provision.

Kellands School has benefitted from improvements to the dining area in previous years and further improvements are planned in the future. Officers have also been working with the management team at the school to improve the learning and teaching and environmental conditions of the school.

## **6.2 Capital Investment**

There have been some comments questioning why it was not mentioned in proposal 1 that capital investment may be required for Kellands School as it is forecast to go over capacity, when it was mentioned regarding Strathburn School in proposal 2.

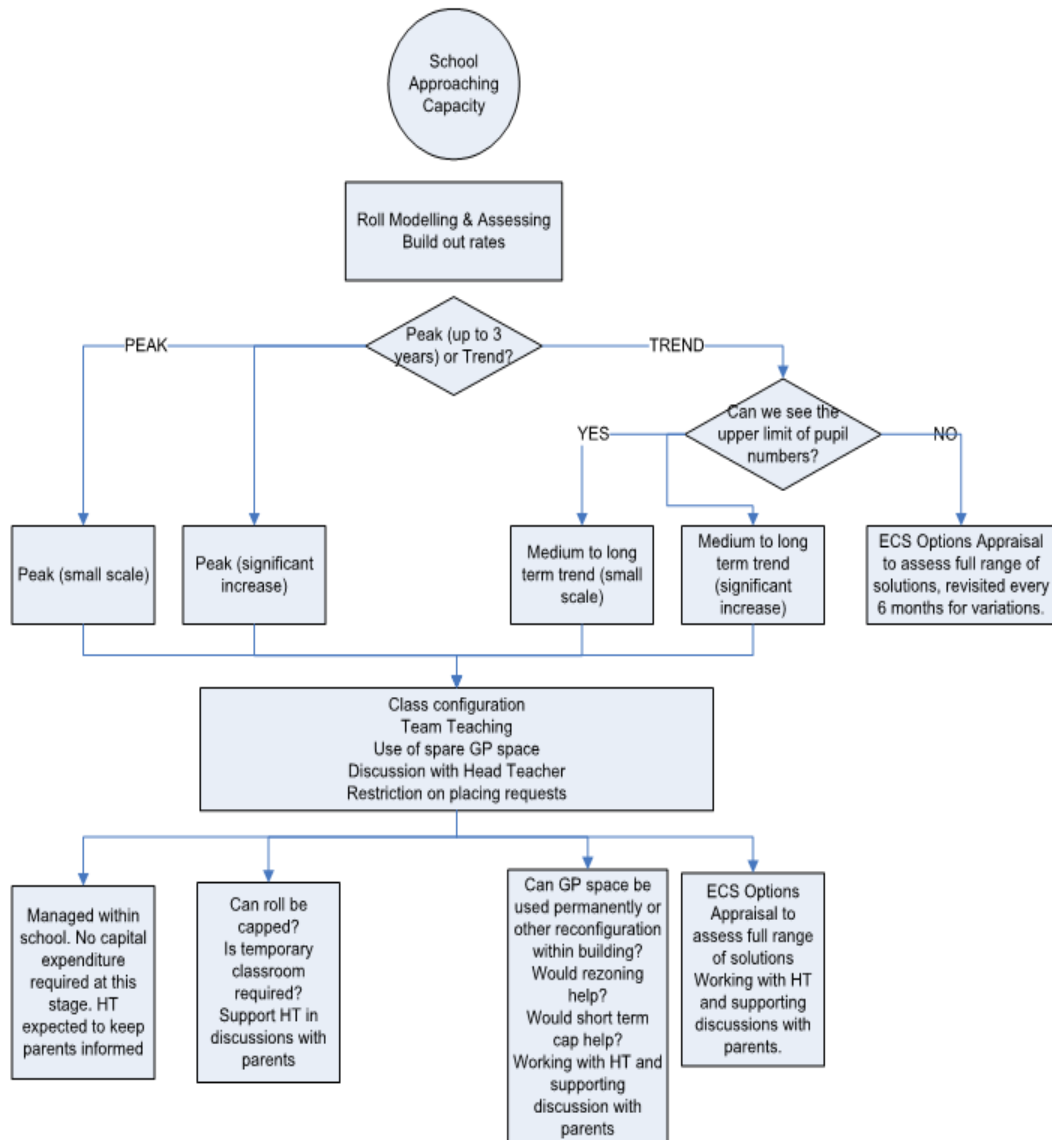
This was not a deliberate omission and Education & Children's Services would like to take this opportunity to clarify its position and apologise for any misunderstanding.

Under proposal 1, Kellands School was forecast to go over capacity by approximately 13 pupils, however it is then forecast to decrease to 437 in 2023 and would therefore actually be five pupils under the published capacity. This increase in capacity would be able to be managed in line with the Education & Children's Services capacity management process. This process is detailed below in Flowchart 1 and can include options such as class reconfigurations, team teaching, temporary use of GP spaces etc. This process is detailed below in Flowchart 1.

Under proposal 2, Strathburn School was forecast to exceed capacity and if an upward trend were to continue, Education & Children's Services would use the capacity management process, as detailed below, to address capacity issues.

Whilst an extension may be possible in many schools, it may not always be the most financially appropriate action. The proposal document contained purely factual information that Aberdeenshire Council built Strathburn School with the option to extend the building if required in future years. However, as with all capital investment for schools, this will be assessed against the various criteria including future pupil numbers and housing numbers, which are subject to change.

Capacity Management Process – Flowchart 1



If the build out rates for housing increase and the pupil numbers in Inverurie continue to rise, the future capacity of the schools will be assessed as part of a wider options appraisal for the Inverurie Cluster. Education & Children’s Services are continually assessing the learning estate in Aberdeenshire to ensure an effective and efficient use of the learning estate.

The housing build out rates for Strathburn School have changed since the proposal document was consulted on. A site has been pushed back a year; this will reduce the forecasted pupil numbers for future years.



### 6.3 School Transport – Safe Routes to School (Uryside)

There were concerns raised regarding safe routes to Uryside School during the consultation. For Aberdeenshire Council the safety of all pupils is a priority and routes to school have been assessed in accordance with current policy. Walking routes from the town centre to Uryside School are under two miles with pavements the whole way. This is considered a safe walking route for a pupil with a parent and therefore would not qualify for transport provision.

There was a point raised regarding better public transport links to Uryside School from the town of Inverurie. A copy of this report will be sent to the Garioch Area Bus Forum where it can be discussed in the appropriate forum.

The highlighted areas numbered three and four in the proposal document if rezoned to Kellands School could have the potential to encourage parents and pupils in that area to choose to walk to school.

Pupils living more than two miles from their zoned school will still be entitled to school transport as per policy.

## 7 COMPLIANCE WITH SECTION 9(1) OF THE SCHOOLS (CONSULTATION) (SCOTLAND) ACT 2010 AND CONCLUSIONS

- 7.1 Section 9(1) of the Schools (Consultation) (Scotland) Act 2010 states that:  
*After the Education Authority has received HMle's report, the Authority is to review the relevant proposal having regard (in particular) to*
- (i) written representations received by the Authority (from any person) during the consultation period,*
  - (ii) oral representations made to it (by any person) at the public meeting,*
  - (iii) HMle's report.*

Officers of the Education Authority have listened carefully to the points made at the public meeting and have considered equally carefully the written representations. The Education Authority's position is set out in this document.

### 7.2 Conclusions and Recommendation

The highlighted areas that were consulted on as part of the proposal document and known as areas three and four were favoured by consultees to be rezoned to Kellands School from Uryside School. These areas will be included as an addition to either Proposal 1 or Proposal 2.

The Council now has four options with regards to the proposed changes;

- (a) Adopt Proposal 1 for Kellands School, Strathburn School and Uryside school with the addition of areas three and four to be rezoned to Kellands School and implement the revised catchment areas from August 2020. Proposal 1 was not the preferred option chosen by the respondents to the consultation;

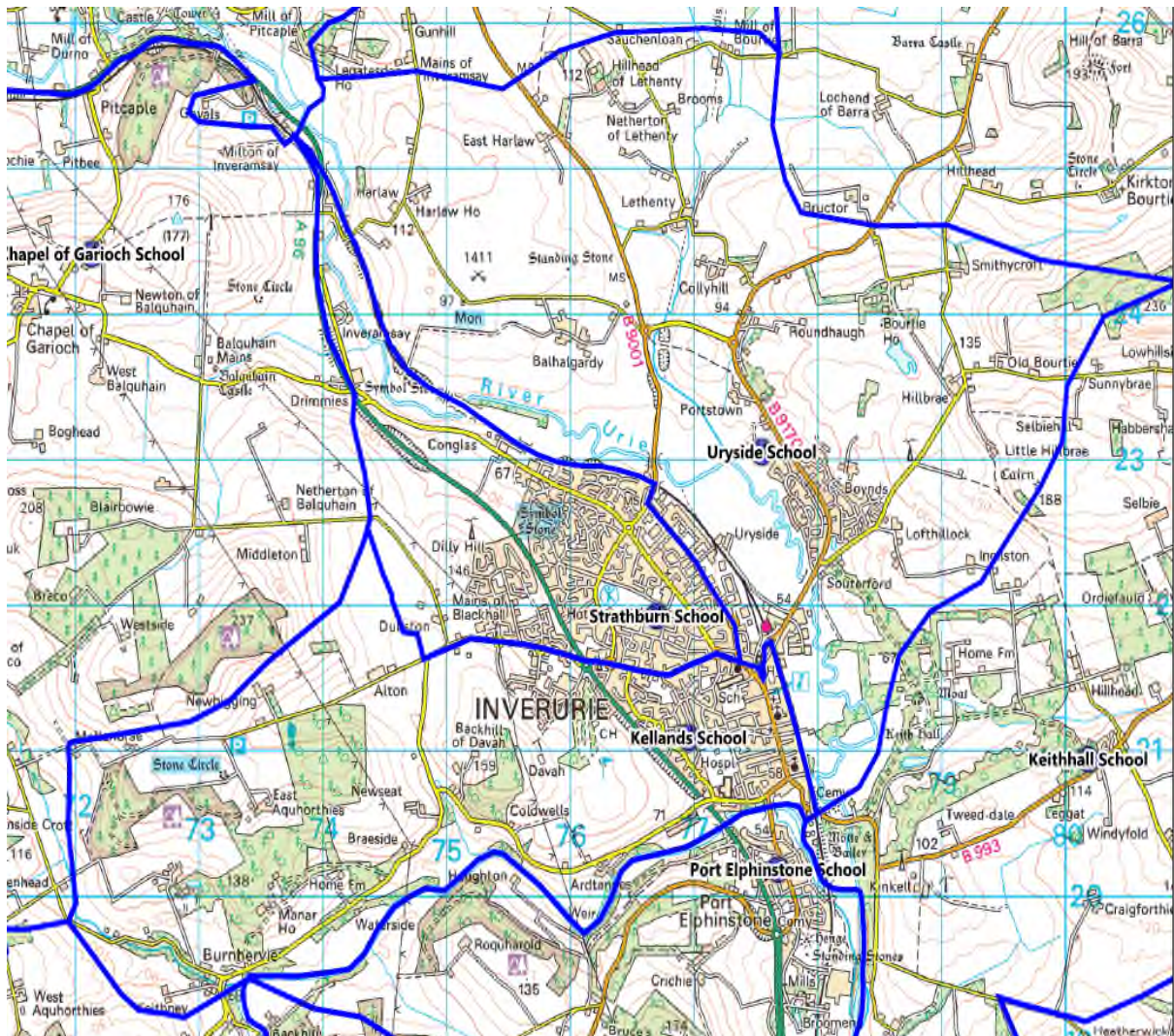
- (b) Adopt Proposal 2 for Kellands School, Strathburn School and Uryside School with the addition of areas three and four to be rezoned to Kellands School and implement the revised catchment areas from August 2020.  
Proposal 2 was the preferred option chosen by the respondents to the consultation;
- (c) Significantly alter the proposed changes in some way and conduct a further consultation. This option is not being recommended as there is no indication that Proposal 1 or Proposal 2 is unacceptable;
- (d) Abandon the proposal and maintain the status quo.  
This would not address the issues raised before and during the consultation and there would continue to be a high number of out of zone placing requests.

**7.2.1 The recommendation of officers is that the Council should implement 7.2 (b) above (Proposal 2) with the addition of areas known as three and four, adopting the new catchment areas as proposed. This is the preferred option of respondents to the consultation.**

**The changes to the catchments include a rezone of the area adjacent to North Street from Uryside School to Strathburn School. A rezone of the area in between Blackhall Road and Middlemuir Road to Strathburn School from Kellands School and a rezone of the area North West of Blackhall Road / Westburn from Kellands School to Strathburn School. The additional areas also consulted on will be included in the changes. This includes the area of the town from Market Place down to Kirkland Terrace and the top part of Keithhall Road.**

**The map in Appendix 1 shows an overview of the recommended catchment areas for the three primary schools in the town of Inverurie.**

**APPENDIX 2 – Map of Proposed Catchment Areas for Kellands School, Strathburn School and Uryside School**



### APPENDIX 3 - Inverurie Rezoning – Pupil Questions

The school that children in Inverurie (and the rest of Scotland) go to is decided by which street and sometimes which house they live in. Each school in Inverurie has a catchment area. A catchment area or zone is a line on a map which shows the streets and houses that are grouped together for that school.

In 2017 the new Uryside School opened in Inverurie to replace Inverurie Market Place. When the new school was planned it was felt that the catchment areas for the schools should stay the same until the school was opened and the council could see what schools children want to attend.

The council have drawn some new lines on the maps and are asking parents, teachers and pupils what they think about the changes they are suggesting.

Your teacher will be able to show you a map with the changes for your school.

- 1. Do you think that your school needs to have a different catchment area – are there too few or too many pupils at the moment?**
- 2. Do you think that the change suggested for your school is a good idea?**
- 3. Is there anything that worries you about this?**
- 4. Is there anything that interests you or excites you about this?**
- 5. Is there anything that you think the council needs to think about if they do this?**

Questions	Kellands School	Strathburn School	Uryside School
Q1	<p>No, catchment area is good. We don't want change and for families to go to Strathburn. We would like a bigger school. Noisy, we have no open area. Use Kellands Park for play area. Make a unit 4 at Kellands. No wet area to do arts. Units 2 &amp; 3 are squashed. Perfect amount of pupils. Can we build upstairs? Language and learning unit need better areas. Outside classroom keeps getting vandalised. Janitor, Mr Walker does an amazing job.</p>	<p>Good amount, lots of people to make friends with. Too many children in the school, sometimes crowded. 71 people in P7 is a lot. Good amount but expand the school to make it better. Playground is a bit busy. Too many people – some feel uncomfortable. Lunch hall is crowded. Just the right amount. We should get more people as Kellands have more than us. Don't think it matters that much, we have enough space for a few more people. Add an extension, every year lots more children. We should get an extension for P.E. It doesn't really matter as long as it's not overflowing.</p>	<p>We have more classrooms for more people to come. I like the area and it is for our school. There are lots of pupils and not enough room in the car park. No, it doesn't need a different catchment. Yes, to a different catchment. There are too many at the moment. People who live in Market Place should be able to choose if they want to go to Kellands.</p>

Q2	No, we want a bigger school.	<p>It is if we get an extension. It means we would have more people. We need to expand the school. I don't want the school to get too busy. It needs to stay as it is. We might have to expand the playground. If we get an extension, we could fix some things in the school and make it better.</p>	<p>It is not a good idea as our friends might not get to come to the same school. Yes. Some of the year groups thought it was a good idea.</p>
Q3	<p>Kellands will go down in size. We love our school. We love our teachers; they are so nice. We don't want our children to go anywhere else. Behaviour at other schools not good.</p>	<p>Limitation in maximisation. Siblings might not get into the school.</p>	<p>If our friends from other streets can't come to Uryside. Maybe people won't work well together. We don't want our friends to move. We don't think it would be fair and children should get to go to the school we want. It would cause disruption to children's lives if they are moved (it was explained to the pupils that no pupils already in school would be moved) We think the council should widen the catchment area in line with the size of the school. Worries about whether all of the schools have enough space.</p>
Q4	<p>Kellands is not an option. Splitting up friends We are happy here. We don't want the school to be smaller.</p>	No responses given.	<p>No It might change our classes too much. Being closer to your school. Making new friends.</p>
Q5	<p>There are lots of students who come to our school. We are central. We want the school to improve and grow. Change it.</p>	<p>Bigger car park. Expand the school. Get some more money for the school. Need more teachers. Lunch hall would need to be bigger. Need more sports resources. Need more toilets. Make the playground bigger. Events will be bigger. Need to extend the budget.</p>	<p>Need to think about how far people need to walk to come to school. It might change our classes. Impact moving has on children. Need to consider how far people live.</p>

## APPENDIX 4 – Education Scotland Report



# Schools (Consultation) (Scotland) Act 2010

## Report by Education Scotland addressing educational aspects of the proposal by Aberdeenshire Council to amend the catchment areas of Kellands Primary School, Strathburn Primary School and Uryside Primary School.

September 2019

### 1. Introduction

1.1 This report from Education Scotland has been prepared by Her Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the [Schools \(Consultation\) \(Scotland\) Act 2010](#) ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Aberdeenshire Council's proposal to amend the catchment areas of Kellands Primary School, Strathburn Primary School and Uryside Primary School with effect from

August 2020. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant views expressed by consultees. Section 4 summarises HM Inspectors' overall view of the proposal. Upon receipt of this report, the Act requires the council to consider it and then prepare its final consultation report. The council's final consultation report should include this report and must contain an explanation of how, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its final consultation report three weeks before it takes its final decision.

1.2 HM Inspectors considered:

- the likely effects of the proposal for children of the schools; any other users; children likely to become pupils within two years of the date of publication of the proposal paper; and other children in the council area;
- any other likely effects of the proposal;
- how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
- the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.

1.3 In preparing this report, HM Inspectors undertook the following activities:

- attendance at the public meeting held on 29 August 2019 in connection with the council's proposal;

- consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others; and
- visits to the sites of Kellands Primary School, Strathburn Primary School and Uryside Primary School including discussion with relevant consultees.

## 2. Consultation process

2.1 Aberdeenshire Council undertook the consultation on its proposal(s) with reference to the [Schools \(Consultation\) \(Scotland\) Act 2010](#).

2.2 Aberdeenshire Council proposes to amend the catchment areas of Kellands Primary School, Strathburn Primary School and Uryside Primary School with effect from August 2020. The council undertook consultation on its proposal between 5 June and 6 September 2019. Copies of the proposal document were made available to consultees and posted on the council's website. A public meeting was held on 29 August 2019 at Inverurie Academy where large scale maps were displayed to enable attendees to view options within the council's proposal. Staff and pupils at the schools affected were provided with opportunities to discuss the proposal. Prior to the formal consultation, Aberdeenshire Council undertook informal engagement sessions at each of the three primary schools affected by the proposal and undertook an online survey of local residents.

2.3 Aberdeenshire Council included three proposals within its consultation. The first proposal was to make changes to the catchment areas of Kellands Primary School, Strathburn Primary School and Uryside Primary School. In addition, it sought the views of stakeholders as to which schools four additional mapped areas within the Inverurie community should be zoned. The second proposal was to make the changes in proposal one but rezone part of the Kellands Primary School catchment to Strathburn Primary School. This proposal also sought stakeholders' views on options for four additional mapped areas. The third proposal was to retain the status quo with no changes made to the catchment areas.

2.4 Aberdeenshire Council's online survey sought stakeholders' views on their preferences for each of the three schools in separate consecutive questions and a fourth overview question. The survey also included an additional four questions seeking stakeholders' views for the zoning of four mapped areas. Of those who responded by stating a preference, a majority chose proposal two.

## 3. Educational aspects of proposal

3.1 The main potential educational benefit arising from Aberdeenshire Council's proposal is that it could enable more children to attend the geographically closest school to their home within Inverurie. Currently, a large number of families from homes now zoned to Uryside Primary School are submitting placing requests to Strathburn Primary School and Kellands Primary School. Changes to the catchment areas would consolidate what is currently happening in practice through placing requests. When Uryside Primary School was opened it incorporated the catchment area of the former Market Place Primary School which was centrally located within the town. The distance from homes within the town centre of Inverurie to the recently built Uryside Primary School is significantly greater for many families than both Kellands Primary School and Strathburn Primary School.

3.2 Aberdeenshire Council's educational benefits statement states that the proposed

changes address the capacity issues to a large extent and over time will provide the additional learning space for pupils at all three schools. However, the council's own roll forecasts that under proposal one, the number of children attending Kellands Primary School would exceed the school's capacity between 2020 and 2023 and that under proposal two the number of children attending Strathburn Primary School would exceed its capacity by 2022. The council's proposal document acknowledges that under proposal two Strathburn Primary School may require capital investment by means of an extension or a reconfiguration to support the additional pupil numbers. No similar undertaking is given in the proposal document to outline how the council would address capacity at Kellands Primary School under proposal one. The council should clarify this in its final proposal document.

3.3 The council's educational benefits statement states that some of the schools are operating close to capacity and that this results in less space being available for pupils and imposes restrictions in delivering the curriculum. However, the council does not make it clear through examples what restrictions result. It is not obvious how either proposal one or proposal two will address these restrictions since, according to roll forecasts both proposals could result in schools exceeding their capacity. The council should clarify how it will ensure that it will minimise the risk of restrictions on delivering the curriculum in its final proposal document. The council should provide more specific detail on the steps it will take in both Kellands Primary School and Strathburn Primary School to ensure sufficient space is made available.

3.4 Overall, the council's educational benefits statement lacks specific detail. It does not include information on how its proposals could improve learners' experiences and the learning environment in each of the three schools. It is therefore not possible to state with confidence, overall, that the council's proposals are of educational benefit. The council should address this in its final proposal document.

3.5 Parents, staff and children from all three schools who spoke with HM Inspectors saw some merit in the council's proposal. They thought that enabling more children to attend the school closest to their home without having to make a placing request would be a positive and necessary change. However, many parents felt that the council's proposal document was confusing and that it had been difficult to identify proposed school catchment boundaries from the maps provided. Parents were concerned about walking distances and safe routes to and from Uryside Primary School. Parents and staff at all three schools had concerns about the equity of educational provision across the cluster since the space available for teaching and learning and the quality of facilities differed considerably amongst the three schools.

3.6 At Kellands Primary School staff, parents and children who spoke with HM Inspectors had concerns about the school's capacity to cope with existing numbers of children and felt the school overall was in need of capital investment to facilitate appropriate space, including space for school dining arrangements. Parents and staff were concerned that the council's proposal document made no reference to the need for capital investment at Kellands Primary School if the school roll rose to exceed its capacity. The council should consider this in its final proposal document.

3.7 At Strathburn Primary School staff and parents were concerned about the potential for overcrowding if the school roll were to exceed its capacity. They found that the reference in the council's proposal document to a possible extension or reconfiguration to support the additional pupil numbers was vague and lacking in specific detail. They were concerned about the possible loss of outdoor learning and playground space. The council should provide reassurance to stakeholders in its final proposal paper.



3.8 At Uryside Primary School staff, parents and children recognised that the school has spare capacity and that the new building provides an attractive and modern learning environment fit for purpose. However, parents and staff thought that the distance of almost two miles from Inverurie town centre to the school on a path alongside a busy road was a significant issue. The council's proposal paper continues to include homes close to the Inverurie town centre in its catchment area. Parents felt that better school or public transport would improve children's access to Uryside Primary School from Inverurie town by bus. In its final report it would be helpful for the council to outline any steps it has taken with local transport providers to improve children's access to Uryside Primary School from Inverurie town by bus.

3.9 During the public meeting held in connection with the council's proposal a stakeholder pointed to an omission in the council's proposal document. The council had included a paragraph related to proposal two indicating the possible need for capital investment or reconfiguration at Strathburn Primary School to deal with its pupil roll rising above its capacity. However, a similar paragraph relating to Kellands Primary School had not been included in the report to deal with the same issue under proposal one. The council should rectify this in its final proposal document.

## 4. Summary

Aberdeenshire Council's proposal has the potential to be of educational benefit by enabling more children to attend schools closest to their homes. It could enable more parents to secure a place for their children at their local school without having to submit a placing request. The council should improve its educational benefits statement by giving sufficient consideration to educational factors, particularly information on how its proposal could result in potentially improved experiences and outcomes for children. It should ensure that stakeholders can have confidence that, overall, its proposal has the potential to be of educational benefit.

In its final proposal document the council should provide reassurance to stakeholders that both Kellands Primary School and Strathburn Primary School will have the capacity to deal with the increased number of children forecast including more detail on the possible need for capital investment at those schools. The council will need to address the omission of a paragraph related to potential requirements for capital investment at Kellands Primary School to deal with capacity and roll forecasts under proposal one. The council should provide information on what scope it has to discuss with local transport providers potential improvements to bus transport to Uryside Primary School in its final proposal document.

**HM  
Inspectors  
September  
2019**

## APPENDIX 5 - EQUALITY IMPACT ASSESSMENT

EIA Version	Date	Author	Changes
	24/10/19	Gemma Dacre	

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions including those that affect services the council delivers).	
Service	Education & Children’s Services
Section	Learning Estates
Title of the activity etc.	Consultation Report on the Review of the Inverurie Primary School Catchment Areas 2019
Aims and desired outcomes of the activity	The Education & Children’s Services carried out a statutory consultation regarding the rezoning of the catchment areas within the town of Inverurie. This is the report on that consultation.
Author(s) & Title(s)	Rachael Goldring, Learning Estates Team Leader Maxine Booth, Quality Improvement Manager

Stage 2: List the evidence that has been used in this assessment and explain what it means in relation to the activity you are assessing.		
Evidence	What does it say?	What does it mean?
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Meeting held with Head Teachers of the primary schools in the town of Inverurie. Meeting held with Garioch Councillors regarding the review of the catchment areas. Attendance at area committee. School Roll Forecasts	School roll forecasts form a large part of the rezoning consultation and provide information on current and expected pupil numbers and capacity of schools. Meetings with local councillors an HT’s gives officers a chance to get further local information.
Internal consultation with staff and other services affected.	Engagement sessions with Head Teachers at each of the schools affected by the proposals in the consultation document. Discussions with colleagues in the transportation service.	Discussions with colleagues in transport aid with the formation of rezoning proposals. Information is obtained regarding current transport arrangements.

<p>External consultation (partner organisations, community groups, and councils).</p>	<p>Three informal engagement sessions were held in October 2018 where any interested parties were invited to view maps of the current catchments and proposed changes. Online survey issued during the statutory consultation period to residents and parents/carers asking for feedback on proposed changes to the catchment areas. Public meeting with stakeholders on 29 August 2019 to gain feedback on proposals.</p>	<p>Informal engagement sessions allow officers to gain feedback on any zoning issues and use this information to formulate proposals. The statutory consultation period allows officers to gather all information relating to the proposals and formulate a final report.</p>
<p>External data (census, available statistics).</p>	<p>School Roll Forecasts Local Development Plan NHS Community Health Index Data</p>	<p>The LDP contains vital information regarding future planned housing for each catchment. This along with SRF's allow officers to formulate proposed changes to catchment areas.</p>
<p>Other (general information as appropriate).</p>		

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	Extensive information was gathered before and during the statutory consultation period from stakeholders which enabled the service to make a recommendation in the consultation report.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:
	Consultation on proposal	June to September 2019
	Public Meeting	29 August 2019
	Pupil engagement sessions	June to September 2019

Stage 5: What steps can be taken to promote good relations between various groups/areas?	
These should be included in the action plan.	Good communication and engagement both pre and post consultation to ensure that all stakeholders are kept informed.

Stage 6: How does the policy/activity create opportunities for advancing equality of opportunity?
Broad consultation with as many stakeholders as possible. Various methods were used to allow stakeholders to engage and make the process as accessible as possible.

Stage 7a:

Are there potential impacts on protected groups?

The protected groups covered by the equality duty are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Who is affected by the activity or who is intended to benefit from the proposed activity and how?  
Complete the table below for each protected group by inserting “yes” in the applicable box/boxes below.

	Positive	Negative	Neutral	Unknown
Age – Younger/Older	Yes			
Age - Older			Yes	
Disability			Yes	
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Sex			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 7b: Do you have evidence or reason to believe that this policy, activity etc. will or may impact on socio-economic inequalities?

This is about trying to be fair to everyone. Part of that is realising that not everyone may be starting at the same place. Some individuals and families may have low income, may have very little or no savings which means they are living from month to month therefore changes to council policies/services may have a greater adverse impact on them.

On this basis you should consider potential impacts on individuals/families by:

- Place: on specific vulnerable areas or communities (SIMD, regeneration, rural) e.g. housing, transport.
- Pockets: household resources, (Income, benefits, outgoings) ability to access a service
- Prospects: peoples life chances e.g.access to, or ability to access: employment, training, services (such as council or health) or support.

Groups of people who may be impacted include, but not limited to:

<ul style="list-style-type: none"> <li>• Unemployed</li> <li>• Single parents and vulnerable families</li> <li>• People on benefits</li> <li>• Those involved in the criminal justice system</li> <li>• People in the most deprived communities</li> <li>• People who live in rural areas</li> </ul>	<ul style="list-style-type: none"> <li>• Pensioners</li> <li>• Looked after children</li> <li>• Carers including young carers</li> <li>• Veterans</li> <li>• Students</li> <li>• Single adult households</li> <li>• People who have experienced the asylum system</li> </ul>	<ul style="list-style-type: none"> <li>• Those leaving the care setting including children and young people and those with illness</li> <li>• Homeless people</li> <li>• People with low literacy/numeracy</li> <li>• People with lower educational qualifications</li> <li>• People I low paid work</li> <li>• People with one or more protected characteristic</li> </ul>
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Please complete by inserting “yes” in the applicable box/boxes below.

Socio-economic disadvantage	Positive	Negative	Neutral	Unknown
Pockets: Low income/income poverty – cannot afford to maintain regular payments such as bills, food, clothing			Yes	

Pockets: Low and/or no wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future			Yes	
Pockets: Material deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			Yes	
Place: Area deprivation – where you live, where you work			Yes	
Prospects: Socioeconomic background – social class i.e. parents education, employment and income , educational achievement.			Yes	

Stage 8: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts you have highlighted above. Detail the impacts and describe those affected.		

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Stage 9: Have any of the affected groups/areas been involved, engaged with or consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	Initial engagement at informal public engagement sessions and an online survey has been issued. The statutory consultation process involved pupils as one of the key target groups. A copy of the proposal document was sent to all consultees. A public consultation meeting was held on 29 August 2019. All responses to the consultation have been reviewed and incorporated into the final consultation report.

Stage 10: What mitigating steps will be taken to remove or reduce negative impacts?		
These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale
	None have been identified as part of the consultation process.	

Stage 11: What monitoring arrangements will be put in place? How the EIA will be used to monitor the proposal	
These should be included in any action plan (for example customer satisfaction questionnaires).	Education Scotland involvement ensured that all factors have been considered. All consultation responses have been carefully considered and any issues raised have been addressed in the consultation report.

Stage 12: What is the outcome of the Assessment?		
Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	No negative impacts have been identified through the consultation.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.



	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

Stage 14: Sign off and authorisation.				
Sign off and authorisation.	1) Service and Team	Education and Children’s Services Learning Estates Team		
	2) Title of Policy/Activity	Consultation Report on the Review of the Inverurie Primary School Catchment Areas		
	3) <b>Authors:</b> I/We have completed the equality impact assessment for this policy/activity.	Name: Gemma Dacre Position: LE Officer Date: 24/10/19 Signature:	Name: Rachael Goldring Position: Learning Estates Team Leader Date: 24/10/19 Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
4) Consultation with Service Manager	Name: Maxine Booth Date: 24/10/19			

5) Authorisation by Director or Head of Service	Name: Craig Clement Position: Head of Resources & Performance E&CS Date: 24/10/19	Name: Position: Date:
6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee.	Date: 28/10/19	
7) EIA author sends a copy of the finalised form to: equalities@aberdeenshire.gov.uk	Date:	

Action Plan					
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications
Consultation	05/06/19	06/09/19	Rachael Goldring	Responses will need to be analysed and further report written	Staff time
Public Meeting	29/08/19		Rachael Goldring	Opportunity for stakeholders to engage in consultation process	Staff time
Pupil Engagement	05/06/19	06/09/19	Rachael Goldring	Opportunities for pupils to participate in consultation process	Staff time
Staff Engagement	05/06/19	06/09/19	Rachael Goldring	Opportunity for staff at existing establishment to participate in consultation process and feedback to officers.	Staff time
Education Scotland Involvement	16/09/19	04/10/19	Rachael Goldring	Feedback from Education Scotland has been incorporated into final consultation report	Staff time
Final Consultation Report	September 2019	October 2019	Rachael Goldring	Depends upon committee comments, recommendation and decision	Staff time