



## Out of Zone Placing Requests

The Parents' Charter of 1981 gives parents the right to make a placing request for the school of their choice. The Local Education Authority has the duty to accede to that request unless one of the reasons for refusal laid down in law applies.

It is important, however, that parents consider their "in zone" school and the benefits it may provide.

In choosing an "out of zone" school, parents are responsible for the transportation of their child/children to and from school. The Authority is not obliged to provide transport.

Priority for admission to secondary school is given to those pupils who reside in the school's delineated zone. It is not determined by the primary school which the child has attended.

Admission to an "out of zone" primary school does not therefore guarantee admission to that school's delineated secondary school.

In order to obtain **entitled** transport, the child must attend the secondary school zoned for the family residence.

It is essential that detailed information is given to the school with arrangements that are proposed for events of early closure or other emergency, e.g. adverse weather.

Parents are asked to sign the admissions form and return it to the school before the child/children can be enrolled.

## Appendix 1

### Reason for Refusing an Out-of-Zone Placing Request

A Placing Request may be refused if placing the child in the school would

1. make it necessary for Aberdeenshire Education & Recreation to take an additional teacher into employment;
2. give rise to significant expenditure on extending, or otherwise altering the accommodation at, or facilities provided in connection with, the school;
3. be seriously detrimental to the continuity of the child's education;
4. be likely to be seriously detrimental to order and discipline in the school;
5. be likely to be seriously detrimental to the educational well-being of the pupils there;
6. assuming that pupil numbers remain constant, make it necessary, at the commencement of a future stage of the child's primary education, for the Authority to elect either to create an additional class (or an additional composite class) in the specified school or to take an additional teacher into employment at that school; or
7. though neither of the tests set out in 1. and 2. above is satisfied, have the consequence that the capacity of the school would be exceeded in terms of pupil numbers.

In addition, a Placing Request may be refused if

1. the education normally provided at the specified school is not suited to the age, ability or aptitude of the child;
2. Aberdeenshire Education & Recreation has already required the child to discontinue his/her attendance at the specified school;
3. the specified school is a special school and the child does not have special educational needs requiring the use of special facilities normally provided at the school; or
4. the child lives outwith the zone served by the school and his/her admission would prevent the Education Authority from retaining reserved places at the school for children who may subsequently move into the school's zone.

## Appendix 2

### **How does Aberdeenshire Education decide which out-of-zone pupils will be accepted if the school is over-subscribed?**

Where a school's capacity is likely to be exceeded, the following list of priorities will be applied in granting applications to fill the number of available places.

#### **1. Residence**

Residents within Aberdeenshire will take priority over those living outwith the Council area. The vast majority of out-of-zone applicants are, of course, residents of Aberdeenshire and therefore qualification under this category ultimately has no effect on the final decision.

#### **2. Children in Need**

The Authority would give priority to children who, in terms of the Children (Scotland) Act 1995 would be considered to be "Children in Need" and where there are reasons why the child's needs can be better met in the school requested than in the school which serves the area in which the child lives. Children in Need is a broad concept and includes needs which arise from medical, psychological and social reasons but are not limited to these categories. Children may be considered to be in need as a result of the disability of another member of their household.

Where Aberdeenshire Council is asked to give priority to a child on this basis, it will seek the advice of an Educational Psychologist, Medical Practitioner, Social Worker or other agency according to the nature of the need. The Council will treat all such cases on their individual merits.

#### **3. Educational**

Where the appropriate school does not offer the subjects which the pupil wishes to study.

#### **4. Local Conditions**

Where road conditions, weather conditions or other local conditions constitute a severe hazard to the child.

#### **5. Sibling Attending School**

Where another member of the family is already in attendance at the specified school.

**6. Social**

Where both parents are working and transport the child outwith the zone in which they are resident in order that that child be cared for by a responsible adult outwith school hours.

**7. Other Reasons**

Such other reasons as may be appropriate in the judgement of the relevant Education Network Manager.