

Appendix A



**EDUCATION & CHILDREN'S SERVICES**

**CONSULTATION REPORT ON THE REVIEW OF KINTORE  
PRIMARY SCHOOL ZONES**

**MAY 2015**

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

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## 1. THE PROPOSAL

- 1.1 A Proposal Document was considered and approved by Aberdeenshire Council's Education, Learning & Leisure Committee at its meeting on 09 October 2014. The Proposal Document was issued the following week to those individuals and bodies listed under Distribution within the document. The Proposal Document was also published on the Council website: [www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk). The Proposal Document made clear to consultees that the consultation period would run from Monday 13 October 2014 - Friday 12 December 2014 – incorporating the required 30 days of term time consultation.

The proposal on which consultation took place was that:

*The zoning for the town should be reviewed;*

*Education provision in the town of Kintore should be provided by two primary schools with effect from August 2016;*

*No existing pupils will be moved to a different school. The new zones would only come into effect either for new children moving into the area, or for the new cohort of P1 pupils in August 2016. All siblings of existing pupils would be able to attend the same school.*

- 1.1.1 The proposal document provided a new catchment area option for the existing Kintore School and a new catchment area for the additional school in Kintore. The proposal document and the options appraisal are attached as Appendix 4.

### 1.2 Educational Benefits Statement

The Proposal Document contained within it an educational benefits statement. That statement drew upon the fact that Kintore School is operating above maximum capacity. This puts great pressure on time tabling for GP spaces. The proposals would alleviate this pressure by addressing the capacity issues in Kintore and over time will provide the learning space for pupils at Kintore School.

## 2. THE PUBLIC MEETING

- 2.1 A public meeting was held at Kintore School on Wednesday 12 November 2014. The meeting was reasonably well attended, with around 24 parents, staff, councillors and members of the community present. A full note of the meeting is attached (Appendix 2). There were several comments and questions raised and with the exception of one particular area in the proposed zone for the additional school, there was a feeling of overall support for the proposals. Comments and questions received are summarised below.

- Why weren't both proposals brought to the public meeting and not just the preferred option?
- Concerns about the transition between the two schools for the children in the new zone.

- Concerns about how long it will take to relieve the capacity pressures on Kintore School due to the long term nature of rezoning.
- Questions about Early Years provision/after school club provision.
- Concerns about staffing the new school.

## 2.2 Discussions with Pupils

As part of the consultation process, the head teacher at Kintore School posed a short set of questions to pupils about the proposal to rezone Kintore School and create a catchment area for the additional school.

## 3. **WRITTEN RESPONSES**

One written response was received by email from the Kintore School Parent Council.

The written response highlights:

- Acceptance of the need to rezone Kintore in preparation for the additional school.
- Support for the fact the overall zone for Kintore has not been extended beyond its existing boundaries.
- The Parent Council note that efforts have been made not to divide up streets however, note that it is not entirely possible and the line has to cross somewhere.
- The new zone seems to be logical in most places apart from Nicol Road and Macallan Road where perhaps these streets along with Castle Wynd and Tuach View should all be zoned for the same school.
- The houses at Hallforest Avenue number 29-45 are zoned for the additional school and not the existing school.
- Concerns about the travel time and distance for those pupils living in Castlefields Gardens and Castlefields Crescent. This is an observation and not based on a direct approach from any parent in these streets.
- Questions regarding when parents of existing pupils will be required to state their preference of school and once they have decided will there be the option to change the choice of school.

## 3.1 **SURVEY MONKEY RESPONSES**

An online survey was issued to all parents of existing pupils at Kintore School, all parents of pre-school age children who would attend school in Kintore and all members of staff. There was a response rate of 46. This would suggest a broad acceptance of the proposed zones. The following question was asked:

**Question: Do you agree with the proposed changes to the current zone for Kintore School and the suggested zone for the new school?**

**Out of a response rate of 46, the answers were as follows:**

<b>Yes</b>	<b>16</b>
<b>No</b>	<b>17</b>
<b>Not sure/no preference</b>	<b>10</b>

**There were 10 written responses in the comments section relating to the rezoning. Of the 10 comments received 5 of them were related to the proposed boundary changes. A summary of these comments is given below.**

- There was a comment suggesting the maps were not clear enough. This was rectified immediately and zoomed in images of the zones and particular areas of the maps were provided.
- One person commented on transport arrangements and appreciated that children will be on the same route and not split.
- Comment that Gauchhill Road/Torryburn would have been a more natural boundary for the new zone
- Agreement with the proposal but concerns about the lack of secondary provision in Kintore
- Concerns about walking distances and road safety with the Castlefields area being zoned for the additional school and not the existing school.
- One comment about the location of the new school being too close to the industrial estate.

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

- 4.1 A new catchment area for the existing Kintore School, and a new catchment area for the additional school in Kintore, once built, was consulted upon. One option was to maintain the status quo. A summary of these options is provided below.

##### **Option 1 – Maintain the Status Quo**

The overwhelming view was that the new catchment areas were needed in preparation for the additional school, however some concern was expressed about specific details.

##### **Option 2 – Implement the new zones for Kintore School and the additional school as proposed**

There have been some observations about the boundary line with respect to a few streets not being included in the catchment area for Kintore School.

##### **Option 3 - Implement the new zones but change the zone slightly to allow for the continuation of Nicol Road/Macallan Road at Kintore School.**

There have been suggestions that the boundary line should not split Nicol Road and Macallan Road. Officers recognise that these suggestions would keep children from the same street together at the same school.

##### **Option 4 – Implement the new zones but keep Castlefields Crescent and Castlefields Gardens zoned to the existing Kintore School.**

Should the proposal be implemented, the majority of pupils will be able to walk or cycle to school. Pupils already at Kintore School will be able to continue their education and any siblings would also be entitled to attend.

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

### **5.1 Educational Benefits**

For Aberdeenshire Council, Education & Children's Services, educational benefit to pupils affected by the proposal is the key issue. Pupils are already receiving high quality education at Kintore School, and parents are happy that their children are receiving quality education in their chosen setting.

Changes to the catchment areas will ensure a more even allocation of school places in Kintore once the additional school is built. This will relieve the physical pressure on Kintore School, which is currently over capacity, 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 will be forced to move schools, although many may choose to.

### **5.2 Distance/travel times and transport to school**

There were some concerns raised about the travel time and the distance to school that would affect pupils in the Castlefields area of Kintore if the proposal to rezone the area to the new school was adopted. The majority of pupils from this area will be able to walk or cycle to school. Pupils have been involved in planning safe routes to school as part of the consultation process.

There were some concerns raised about school transportation and if pupils would still be entitled to free school transport. Pupils living out with 2 miles of their zoned school would have an entitlement to free school transport. There may be a change in school transport for some families if they are zoned to the new school. Any changes will not affect the arrangements of existing pupils if the proposals are adopted.

### **5.3 Why only the one proposal for each school catchment area?**

Originally two zoning proposals were developed at the informal stage, however the second option would not have had the required impact on the roll at Kintore School and the two schools would have been unbalanced in terms of pupil distribution. It was decided to consult on the preferred proposal after discounting the other option put forward at the informal engagement stage. The figures in the other proposal indicated that if the boundary line went via the Gauchhill/Torryburn area, then Kintore School would continue to remain significantly over capacity and therefore this option was discounted as it would be of no educational benefit to existing and future pupils.

#### 5.4 School Roll Projections

There have been some comments as to the accuracy of the projections used to determine the rolls for each school after rezoning. Aberdeenshire Council have taken reasonable steps to project the future rolls of each school in Kintore. The projected rolls take into account any planned new housing developments in the area.

#### 5.5 Nicol Road & Macallan Road

There have been concerns raised about the exclusion of these streets in the catchment area for the existing Kintore School. Under the proposal these streets would be zoned for the additional school. Aberdeenshire Council recognise this concern and would propose that Nicol Road & Macallan Road, due to their close proximity to Kintore School, should continue to be zoned for the existing Kintore School.

#### 5.6 Hallforest Avenue no 29-45

It was observed that house numbers 29-45 from Hallforest Avenue are proposed to be zoned for the additional school and the remainder of the street still zoned for Kintore School. This however, would split up the postcode boundary which includes these houses. Aberdeenshire Council does not recommend a change to the proposals for these properties at this time.

### **6 EDUCATION SCOTLAND REPORT**

6.1 The Education Scotland report is reproduced in full (Appendix 3).

6.2 Education Scotland acknowledges changes to the catchment area will ensure a more even allocation of school places in Kintore. The council will be able to manage the rolls in both schools effectively and efficiently to ensure that both schools operate within their design capacity. The new catchment area will help release valuable teaching space at the existing Kintore School, which is operating well over capacity.

6.3 Education Scotland noted that the majority of stakeholders supported the proposal but that the council should further consider any possible anomalies in the proposed boundaries that have been highlighted by stakeholders.

6.4 Education Scotland also acknowledges that the council should give careful consideration to transition planning and roll projection to manage the capacity of both schools.

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

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 Council now has 3 broad options for the proposed changes;

- (a) adopt each specific proposal in its entirety; or
- (b) adopt elements of each specific proposal but maintain the status quo for other elements; or
- (c) amend each specific proposal in some way and undertake a further consultation exercise on each new proposal; or
- (d) abandon the proposal and maintain the status quo

There have been suggested changes to the proposed areas around Nicol Road and Macallan Road and the Castlefields area of Kintore. Issues around road safety and the route to the additional school were raised.

There have been no other substantial concerns raised regarding the proposal. There have been no reasons identified through the consultation process to abandon the proposals at this stage.

If the council adopts the proposal it would be on the basis that the educational benefits set out in the proposal document would materialise.

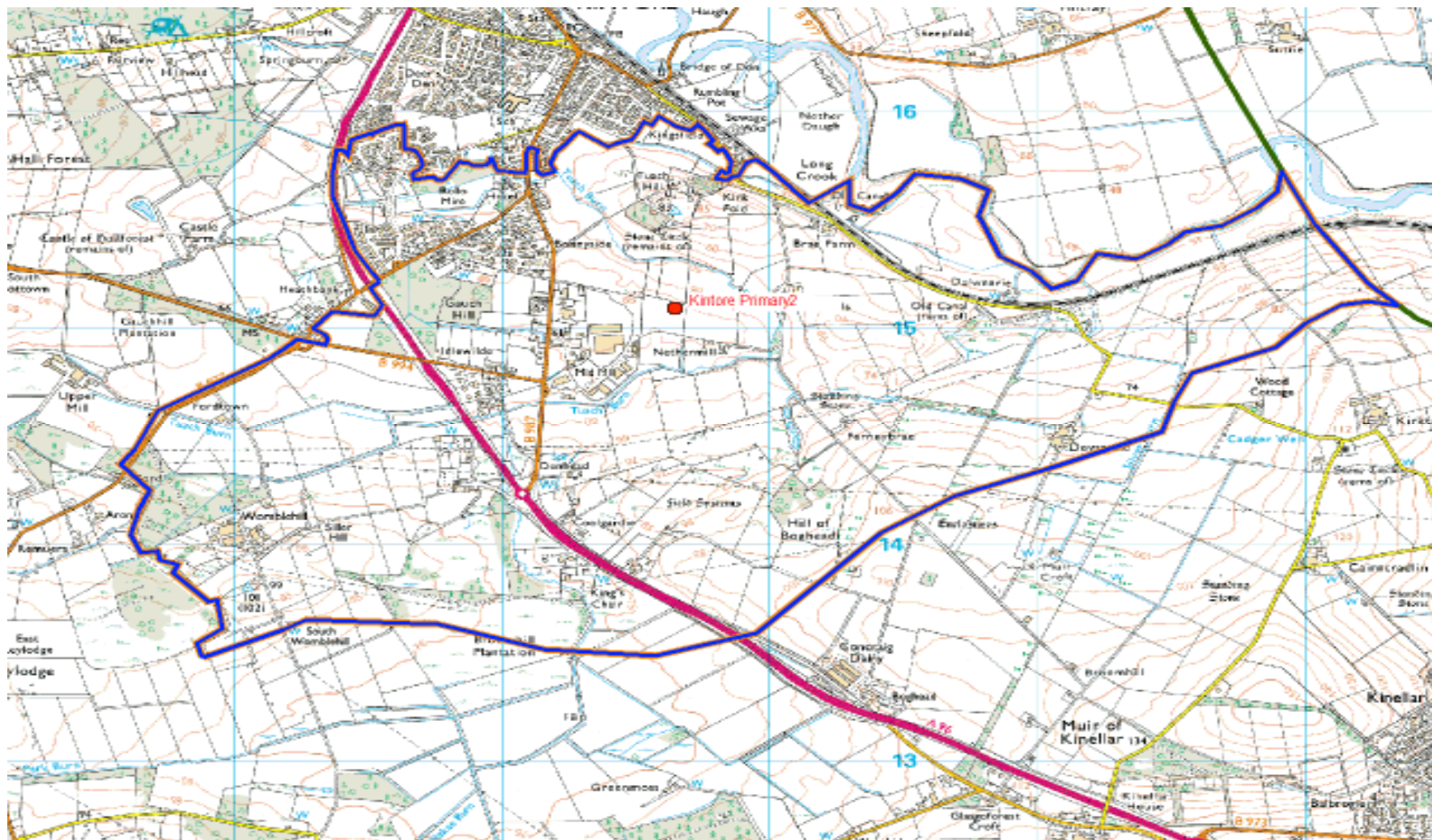
**7.2.1 The recommendation of officers is that the Council should adopt the proposals and implement the new catchment areas but allow the houses at Nicol Road and Macallan Road to continue to be zoned for Kintore School.**

**7.2.2 The map in Appendix 1 shows the recommended catchment area for the second school in Kintore if the proposals are adopted.**



# Appendix 1

## Map of the proposed change to the second Kintore School catchment area





## APPENDIX 2

**Public Consultation Meeting  
Review of Kintore Primary School Zones  
12 November 2014  
7-9pm, Kintore Primary School**

A minute of the meeting can be found at:

[https://www.aberdeenshire.gov.uk/education/EducationConsultations.as  
p](https://www.aberdeenshire.gov.uk/education/EducationConsultations.asp)

## **Report by Education Scotland addressing educational aspects of the proposal by Aberdeenshire Council to review the existing primary school catchment area within the Kintore area.**

### **1. Introduction**

1.1 This report from Education Scotland has been prepared by HM Inspectors in accordance with the terms of the *Schools (Consultation) (Scotland) Act 2010* and the amendments contained in the *Children and Young People (Scotland) Act 2014*. The purpose of the report is to provide an independent and impartial consideration of Aberdeenshire Council's proposal to review the existing primary school catchment area within the Kintore area. 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 a copy of 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. Where a council is proposing to close a school, it needs to follow all legislative obligations set out in the 2010 Act, including notifying Ministers within six working days of making its final decision and explaining to consultees the opportunity they have to make representations to Ministers.

#### 1.2 HM Inspectors considered:

- the likely effects of the proposal for children and young people of the school; any other users and children likely to become pupils within two years of the date of publication of the proposal paper; and other children and young people 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 12 November 2014 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

- visit to the site of Kintore School, including discussion with relevant consultees.

## **2. Consultation Process**

2.1 Aberdeenshire Council undertook the consultation on its proposal with reference to the *Schools (Consultation) (Scotland) Act 2010* and the amendments in the *Children and Young People (Scotland) Act 2014*. The consultation period ran from 13 October to 12 December 2014. The council put into place a range of approaches to consult with stakeholders, including issuing a copy of the consultation proposal to all parents of pupils currently attending Kintore School. A public meeting was held on 12 November 2014. Meetings were held for staff at Kintore School and staff at Kintore School consulted with the pupils. There was an online survey available for completion on the council's website. The council received 46 responses to this survey and a separate written submission on behalf of the Parent Council at Kintore School. Of these submissions, just over half were in favour of or expressed no preference to the proposal.

2.2 The council consulted in 2013 on building a second primary school in Kintore and this is scheduled to open in August 2016. As part of this exercise, it gave a commitment to consult on the revised catchment areas for both the new school and the existing Kintore School. The educational benefits of the establishment of a new school have been well documented in the previous consultation exercise. This proposal relates to the new catchment boundaries being proposed. Prior to the consultation, the council involved the Kintore Parent Council in an exercise which looked at alternative boundary lines.

## **3. Educational Aspects of Proposal**

3.1 The council has set out a reasonable case for the proposed catchment areas. In arriving at its proposal it gave good consideration to any reasonable alternatives. Currently, Kintore School is operating well over its capacity of 415 pupils, with a roll in August 2014 of 645 pupils. All pupils starting school or moving to the area from August 2016 will attend the school from the catchment area in Kintore within which they live. The Parent Council was broadly in favour of the proposed revised catchment areas.

3.2 The majority of stakeholders who met with HM Inspectors supported the proposal, although a few expressed concerns around specific details. Staff at Kintore School felt that proposal would help alleviate the current pressures of space and resources. Pupils were generally in favour of the proposal and were involved in planning of safe routes to school as part of the consultation process.

3.3 Parents who responded gave mixed views around the proposed catchment boundary changes. Any concerns were largely around specific boundary lines. A small number of children will have reduced or increased travel times if they fall into the new school's catchment area. A few parents from the Castlefields area, which would be zoned to the new school, were concerned about the increased distance that children would need to travel. Overall, changes to travel resulting from this

proposal would be minimal for most families. Should the proposal go ahead, the council indicates clearly that the majority of pupils will be able to walk or cycle to school.

3.4 A few parents questioned the accuracy of the projected rolls for each school set out in the proposal by the council. They were concerned that Kintore School may remain over capacity. However, it is clear that the council has taken reasonable steps to project the future rolls of each of the schools. The projected rolls provided by the council are sound and take reasonable account of any likely planned new housing developments in the area. The council has given an assurance that no child will have to move school unless by choice. Parents supported this position.

#### **4. Summary**

The council's proposal is of educational benefit in the longer term. The council will be able to manage the rolls in both schools effectively and efficiently to ensure that both schools operate within their design capacity. In particular, the new catchment area will help release valuable teaching space at the existing Kintore School, which is operating well over capacity. No existing pupils of Kintore School or their subsequent siblings will be required to change school. The majority of stakeholders supported the proposal. In taking forward this proposal, the council should further consider any possible anomalies in the proposed boundaries that have been highlighted by stakeholders. It should also give careful consideration to transition planning and roll projection so that the likelihood of either school being over or under capacity is minimised.

**HM Inspectors  
Education Scotland  
January 2015**



**EDUCATION AND CHILDREN'S SERVICES**

**OCTOBER 2014**

**PROPOSAL DOCUMENT**

**REVIEW OF KINTORE PRIMARY SCHOOL ZONES**

## **Proposal for the redistribution of primary school catchment areas within Kintore.**

### **SUMMARY PROPOSAL**

**It is proposed that:**

**The zoning for the town should be reviewed;**

**Education provision in the town of Kintore should be provided by two primary schools with effect from August 2016;**

**The new catchment areas for the two schools will come into effect from August 2016.**

This document has been issued by Aberdeenshire Council in accordance with the Schools (Consultation) (Scotland) Act 2010.

The school affected by this proposal:

Kintore Primary School

### **DISTRIBUTION**

A copy of this document is available on the Aberdeenshire Council web-site: [www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk), or by e-mailing [rezoning@aberdeenshire.gov.uk](mailto:rezoning@aberdeenshire.gov.uk)

This document will be provided to:

- Parent Council of Kintore School
- Parents of the pupils of Kintore School
- Pupils at Kintore School
- Parents of pre-school age children who would be zoned to attend Kintore School
- Teaching and ancillary staff at Kintore School
- Trade union representatives of the above staff
- Kintore and District Community Council
- Relevant users of Kintore School
- Education Scotland

A copy of this document is also available from:

- Council Headquarters, Woodhill House, Westburn Road, Aberdeen, AB16 5GB
- Kintore Library
- Kintore School

## **1. Introduction**

- 1.1 Aberdeenshire Council strives to allocate its resources in a way that ensures the quality of all of its services. It attaches particular importance to providing the best possible educational experience for all of the pupils in its schools.
- 1.2 The Council's aims for Education and Children's Services are:
  - the building of capacity
  - the realisation of potential
  - the achievement of excellence
- 1.3 In order to fulfil the above vision it is necessary to adapt to changing circumstances. It is essential that the Council regularly reviews the pattern of educational provision across all establishments, with a particular focus on school rolls, accommodation and quality of education.
- 1.4 Kintore School is situated in the town of Kintore in the Garioch area of Aberdeenshire. The Kintore catchment area comprises the town of Kintore and the surrounding rural areas. The school forms part of the Kemnay Children's Services Network, and pupils are zoned to attend Kemnay Academy.

## **2. Reason for Proposal**

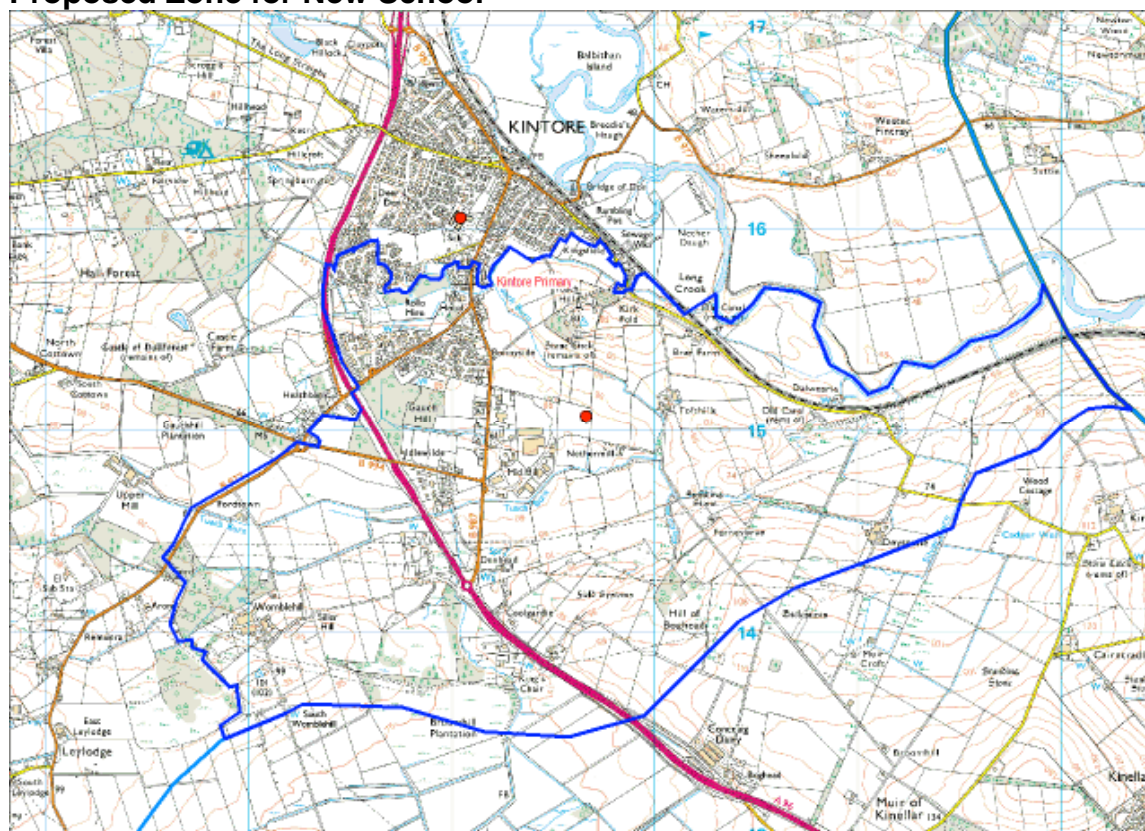
- 2.1 For a number of years concern has been building that Kintore School is over capacity.
- 2.2 Development in the town of Kintore will continue to increase the pressure on the school roll in Kintore.
- 2.3 Primary education is currently provided at Kintore School which sits centrally within the town at Castle Walk. The school was built in 2006 with a capacity of 415 pupils. Since opening the school roll has risen, in 2009 it was at 482 pupils and the current school roll in Aug 2014 is 645 pupils. An internal classroom reconfiguration and additional temporary accommodation have supported the rising school roll.
- 2.4 Funding for a new primary school in Kintore was identified and approved at the Policy and Resources Committee of Aberdeenshire Council on 21 June 2012.
- 2.5 Following a statutory consultation in 2013 the Education, Learning & Leisure Committee approved a proposal for additional primary education provision with a delivery of a new school in Kintore.
- 2.6 The Schools (Consultation) (Scotland) Act 2010 requires that when a change is to be made to a school boundary or catchment area then a formal consultation must be undertaken with all relevant stakeholders.



### 3. Details of the Proposal

- 3.1 The council proposes that the existing primary school catchment area within the Kintore area should be amended with effect from August 2016; and that from this date all new pupils attending primary schools within the Kintore area should attend their newly zoned school; and that all existing primary pupils should continue their education at their current school.
- 3.2 It is important that the proposal does not have a negative impact upon any children currently attending school within the Kintore area and that they have continuity in their education. There are no plans to move existing pupils to the new Kintore School. This would only come into effect either for new children moving into the area, or for the new cohort of P1 pupils in August 2016. However, parents can choose to move children to the new school.
- 3.3 The new school in Kintore will have a capacity of 540 to allow for any future housing developments.
- 3.4 Printed copies of the maps will be on display in Kintore School and Council Headquarters at Woodhill House, Aberdeen.
- 3.5 The proposed change to the catchment areas in Kintore is outlined below with a map of the proposed zone for the new school in Kintore.

#### Proposed Zone for New School



This option would zone all the houses and any new housing developments to the south of Kintore to the new school whilst incorporating some houses to the north west of the town.

- 3.6 The following table shows the impact that the proposed change would have on the existing Kintore Primary School and the new school up to 2019.

School	Capacity	Current Roll	Predicted Rolls				
			Aug-14	2015	2016	2017	2018
Kintore School	469	645	674	463	430	382	348
New School	540			228	290	368	455

- 3.7 The method used in the forecast for the school roll has been based on the following scenario:
- The revised zoning being applied to all current pupils
  - The next step was to move these numbers forward to allow for new housing developments, giving an expected opening roll for the new school
  - Finally, the figures were adjusted to allow for parental choice about whether their children would move to the new school or stay at Kintore School.
- 3.8 Pupils living out with 2 miles of their zoned primary school would have an entitlement to free school transport. There may be a change in school transport for some families if they are zoned to the new school.
- 3.9 As the location of the new primary school in Kintore is approximately one mile to the south of the existing establishment, some families living to the south of Kintore may find that they are no longer entitled to free transport as they will no longer live more than 2 miles from their zoned school.
- 3.10 As the changes will be relating to future pupils rather than current pupils it is hard to determine the exact number that would be entitled to school transport. However an estimate of pupil numbers and indicative cost is provided in the table below.

Transport	Pupils	Cost for School Year
Current transport arrangements	39	£90,412.74
Kintore School after rezone	24	£52,325.52
New Kintore School after rezone	15	£38,087.22

## 4. Educational Benefit Statement

### 4.1 Core Facts

Every local authority in Scotland is required to Grade their schools for condition and suitability. The gradings range from A to D for each category with the following values:

A: Good – Performing well and operating efficiently

B: Satisfactory – Performing adequately but with minor problems

C: Poor – Showing major problems and/or not operating optimally

D: Bad – Does not support the delivery of services to children and communities

The current grading of Kintore School and the expected grading of the new school are shown in the table below:

School name	Condition	Suitability Rating
Kintore School	A	A
New School	A	A

4.2 Kintore Primary School is operating above maximum capacity. This puts great pressure on time tabling for GP spaces.

4.3 The proposed change to the zone will address the capacity issues in Kintore and over time will provide the additional learning space for pupils at Kintore Primary School.

4.4 Aberdeenshire Council is committed to delivering entitlements to learners in the 21st century according to The Curriculum for Excellence.

## 5. Alternatives to the proposal

5.1 The following alternative possibilities have been considered as noted below.

- Continuing the status quo – this does not address the concerns regarding the capacity of Kintore Primary School as new housing developments are built. A new school has been approved, and a catchment area for the school needs to be created.
- Extending the proposed catchment area for the new school to include a wider rural area around Kintore. The new school has limited space for multiple buses and therefore a wide rural zone, which would generate significant numbers of buses at peak times would not be appropriate.
- Extending the catchment area to the north. Due to the location of the existing Kintore School, there are limitations on how far north the catchment area for the new school can stretch.

## **6. Effect on the local community**

- 6.1 As the town of Kintore develops, families moving into the South of the town will have access to some leisure and nursery facilities closer to their home than the existing provision at Kintore Primary School.
- 6.2 Any siblings of existing pupils at Kintore Primary School who are zoned to the new school would still be able to attend Kintore Primary School with their brothers or sisters.

## **7. School Transport**

- 7.1 As the change in school zones would only apply to new children entering education in the Kintore area, there will not be any change to transport provision for current pupils. Therefore the figures provided are indicative/predicted based upon the geographic distribution of current pupils.
- 7.2 There are currently 39 primary pupils within the Kintore area that are entitled to school transport. A breakdown of the indicative number of children who could be affected by the proposed new zone is included in a table at 3.10.

## **8 Financial Implications**

- 8.1 As mentioned above in 7.2, a table detailing the breakdown of current transport costs is included at 3.10. The changes to transport would also relate to future pupils in the Kintore area and their exact numbers and locations are unknown at present. The cost of primary school transport in Kintore is currently £90,412.74.
- 8.2 The introduction of the new school in Kintore will generate a need for additional staff.

## **9 Sustainability**

- 9.1 The majority of pupils in the Kintore area should be able to walk or cycle to school. In most cases the difference in distance to the newly zoned school would be less than a mile and for a very small number of pupils.

## **10 Equal Opportunities**

- 10.1 An Equality Impact Assessment (EIA) is a statutory requirement on the Council to assess the policies and practices necessary to meet the requirements of anti-discrimination and equalities legislation. It also affords an opportunity for the Council to consider the impact on the education service. In addition an EIA can provide more information to develop and deliver services that meet the needs, in this case, of children and parents.
- 10.2 The aim of an EIA is to examine policies and practice in a structured way to make sure that adverse effects on groups with protected characteristics are avoided. It is also a tool to enable the Council to assess what positive steps it can take to promote equality of opportunity and measure the results of the actions that have been taken.

- 10.3 With regards to the rezoning of the Kintore area, it is not believed that this will have a negative impact on any of the groups with protected characteristics.
- 10.4 As part of the consultation process the Council will consult with a wide range of stakeholders, including staff, parents/carers and young people, and will address comments about equality during this consultation.
- 10.5 Under The Equality Act 2010 education providers must not treat disabled pupils less favourably and should take reasonable steps to avoid putting disabled pupils at a substantial disadvantage. Existing arrangements in place for pupils within Kintore with additional support needs will continue.

## **11 Implications for staff**

- 11.1 Once the rezoning in Kintore has been implemented the school roll at Kintore Primary School will reduce bringing it to within its capacity. Staffing will be assessed in line with current policy.
- 11.2 It is anticipated that the majority of staff at the existing Kintore School will remain in post once the rezoning has taken effect, however there may be an opportunity for some employees to apply to the new school.

## **12 Consultation Arrangements**

- 12.1 This document was considered by Aberdeenshire Council's Education, Learning and Leisure Committee on 09 October 2014 when it was agreed that it should be issued as a basis for consultation. No decision will be taken by the Council on the proposal contained in the paper until after the end of the consultation period. The Council will then receive a report on the consultation and will reach a view on the proposal.
- 12.2 A copy of this document will be issued free of charge to all of the consultees listed on the first page of this document and it will also be published on the Council's website: [www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk)
- 12.3 The period for consultation will extend from Monday 13 October 2014 until Friday 12 December 2014 which covers a period of 30 school days.
- 12.4 Meetings will be organised for the staff working in Kintore Primary School during October and November to discuss the proposals, and a number of opportunities will be arranged for all primary pupils within the Kintore area to engage in the consultation during and October and November 2014.
- 12.5 A Public meeting has been arranged for Wednesday 12th November 7pm– 9pm at Kintore School to discuss the proposed zone change.
- 12.6 An online survey will be available as part of the consultation. This can be completed at the following address:  
<https://www.surveymonkey.com/s/KintoreRezoning>

- 12.7 The Council will also take into account written comments which should be sent to Mrs Maxine Booth, Quality Improvement Officer. They should be posted to Aberdeenshire Council, Education & Children's Services, Gordon House, Blackhall Road, Inverurie, AB51 3WA or emailed to [rezoning@aberdeenshire.gov.uk](mailto:rezoning@aberdeenshire.gov.uk)
- 12.8 A copy of this document will also be sent to Education Scotland (ES). ES will also receive a copy of any relevant written representations that are received by the Council during the consultation period or, if ES agree, a summary of them. ES will further receive a copy of any oral representations made at the public meeting and a copy of any other relevant documentation. ES will then prepare a report on the educational aspects of the proposal. In preparing their report, ES may visit the school and make such reasonable enquiries as they consider appropriate.

### **Consideration of Consultation Responses**

- 12.9 The Council will review the proposals having regard to the ES Report, survey results, written representations that it has received and oral representations made to it by any person at the public meeting. It will then prepare a report on the consultation. This report will be published in electronic and printed formats. It will be available on the Council website and from Council Headquarters, as well as at the schools, libraries and offices listed on pages 2 and 3 of this document, free of charge. Anyone who has made written representations during the consultation period will also be informed about the report.
- 12.10 The report will include a record of the total number of written representations made during the consultation period, a summary of the written representations and a summary of the oral representations made at the public meeting. The report will also include the Authority's response to the ES Report, a response to issues raised through any written or oral representations it has received, together with a copy of the ES Report and any other relevant information, including details of any alleged inaccuracies and how these have been handled. The report will also contain a statement explaining how the Council has complied with the requirement to review the proposal in light of the ES Report and representations (both written and oral) that it received.
- 12.11 The last section of the report will include an officer recommendation as to whether the proposals should be adopted and implemented. The Consultation Report will be published at least 3 weeks prior to the Council making a decision.

### **Decision Making**

- 12.12 The consultation report will be considered firstly by the Garioch Area Committee who will be asked to make a recommendation as to whether the proposed changes are implemented.
- 12.13 Following discussion and recommendation at the Garioch Area Committee, the Education, Learning and Leisure Committee will consider the report and be asked to approve the officer recommendation in the report.

### **13 Conclusion**

- 13.1 There are strong educational arguments in favour of this proposal.
  
- 13.2 The Council believes that the measures proposed in this document will enhance the provision of primary education in this area.

**Maria Walker**  
**Director of Education and Children's Services**

Report prepared by Gemma Duncan, Research & Analysis Officer  
Date 24 September 2014



## EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Education and Children’s Services
Section	Learning Estates
Title of the activity etc.	Consultation regarding the rezoning of Kintore to incorporate an additional school.
Aims of the activity	The E&CS Service have undertaken a statutory consultation regarding the rezoning of Kintore to incorporate a second primary school. Consultation took place on a preferred rezoning option and the feedback received has informed the final report.
Author(s) & Title(s)	Gemma Dacre, Learning Estates Research and Analysis Officer
Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Stakeholder feedback. Feedback from school and parents Series of stakeholder meetings over a number of years Formal Planning Consultation Meeting – 13 February 2013
Internal consultation with staff and other services affected.	Discussions with Head teacher at existing Kintore school to identify need. Discussions with Lifelong Learning and Leisure colleagues Infrastructure services involvement in terms of planning department and property.
External consultation (partner organisations, community groups, and councils).	Ongoing discussions with Stakeholders and developers for a number of years have identified that a second school is much needed. The town of Kintore is undergoing significant growth and the existing school does not have capacity. Discussions with Parent Council, Community Council and stakeholder groups. Statutory consultation on provision of a second primary school for Kintore, completed in 2013. Online survey issued to parents/stakeholders regarding the proposed zones in 2014 Public consultation meeting with on 12 November 2014



Appendix 5

External data (census, available statistics).	Condition Core Facts School Roll Forecast Local Development Plan
Other (general information as appropriate).	A need has previously been identified to build a second primary school in Kintore as the current school is operating well beyond capacity, and this is expected to continue and worsen as further housing developments in the town are approved and built. A previous EIA was completed to support that consultation. This latest consultation is to develop a catchment area for the new school and to revise the zone of the existing school.

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No

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 as per committee report	
	Public Meeting	
	Staff meetings	
	Pupil sessions	

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger	Yes			
Age – Older			Yes	
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	

Appendix 5

Gender – male/female			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 6: 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 on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.	Young people – improved access to primary education in enhanced facilities with more space.  The new school will also have a nursery provision. This will increase the number of funded pre-school places available to parents in the Kintore area	
	Disability – the new establishments will be fully accessible in terms of both school and community facilities	

Stage 7: Have any of the affected groups been 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 has taken place with parents through an online survey and at public engagement sessions. The statutory consultation process involved pupils as one of the key target groups. There was a public consultation meeting on 12 November 2014.

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?
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Appendix 5

These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale
	These will be identified as part of the ongoing consultation process and will be incorporated into the final consultation report	January – May 2015

Stage 9: What steps can be taken to promote good relations between various groups?

These should be included in the action plan.	The wide consultation has supported good relations with all identified groups. The community has been requesting this second establishment and so further clarity surrounding catchment areas has been welcomed.
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Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?

Broad consultation with as many stakeholders as possible. Various methods have been identified for them to engage to make the process as accessible as possible.
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Stage 11: What equality monitoring arrangements will be put in place?

These should be included in any action plan (for example customer satisfaction questionnaires).	Education Scotland involvement will ensure that all factors have been considered. All consultation responses have been carefully considered and any issues raised will be addressed in the consultation report.
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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 at this stage.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.

Appendix 5

	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	E&CS Learning Estates Team		
	2) Title of Policy/Activity	Consultation regarding the provision of a second school at Kintore		
	3) <b>Authors:</b> I/We have completed the equality impact assessment for this policy/activity.	Name: Gemma Dacre Position: Analysis & Research Project Officer Date: 23 April 2015 Signature:	Name: Position: Date: Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
	4) Consultation with Service Manager	Name: Date:		
5) Authorisation by Director or Head of Service	Name: Craig Clement Position: Head of Resources & Performance EC&S Date: 24 April 2015	Name: Position: Date:		

Appendix 5

	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. e.g. Social Work and Housing Committee.	Date:
	7) EIA author sends a copy of the finalised form to: eia@abdnshire	Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO		Date:

Appendix 5

Action Plan					
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications
Consultation	13/10/14	12/12/14	Rachael Goldring	Responses will need to be analysed and further report written	Staff time
Public Meeting	November 2014	November 2014	Rachael Goldring	Opportunity for stakeholders to engage in consultation process	Staff time
Pupil Engagement	November 2014	November 2014	Rachael Goldring	Opportunities for pupils to participate in consultation process	Staff time
Staff Engagement	November 2014	November 2014	Rachael Goldring	Opportunity for staff at existing establishment to participate in consultation process	Staff time
Education Scotland Involvement	December 2014	January 2015	Rachael Goldring	Feedback from Education Scotland will need to be incorporated into final consultation report	Staff time
Final Consultation Report	March 2015	May 2015	Rachael Goldring	Depends upon response to consultation	Staff time