

ITEM No ...2.....
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**REPORT TO:** CHILDREN AND FAMILIES SERVICES COMMITTEE –  
11 DECEMBER 2017

**REPORT ON:** REVIEW OF THE SERVICE ESTATE

**REPORT BY:** EXECUTIVE DIRECTOR OF CHILDREN AND FAMILIES SERVICE

**REPORT NO:** 442-2017

## **1.0 PURPOSE OF REPORT**

1.1 The Education Committee (Article I of the Minute of the Meeting of the Education Committee held on 12 December 2011, report 539-2011 refers) agreed that an annual update report on the school estate would be prepared for committee.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that members of the Committee note:

- i. the current, planned and ongoing improvements to the estate;
- ii. the capacity levels across schools; and
- iii. the building safety update.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 Across Dundee, a number of major projects have been recently completed, started or planned with the specific aim of improving the school estate. The financial implications for these projects have already been agreed. These form part of the Capital Plan or have been jointly funded through the Scottish Futures Trust with additional funding from the Capital Plan. Following formal consultation and committee agreement, the ongoing build programme has replaced or will replace:

- Baldragon Academy
- Sidlaw View Primary School
- Jessie Porter Nursery School
- Hillside Primary School
- Gowriehill Primary School
- Menzieshill Nursery School
- Rosebank Primary School
- Our Lady's RC Primary School
- Frances Wright Pre-School Centre
- Longhaugh Primary School
- Longhaugh Nursery School
- St Luke's and St Matthew's RC Primary School
- St Vincent's RC Primary School

3.2 The balance of the Capital Plan each year is prioritised to address large scale improvements to the school estate such as works to heating systems, roof replacements, window replacements, plumbing and electrical upgrades. (Appendix 1) Improvement work is planned in such a way as to minimise disruption at school level with major work taking place during school holiday periods.

## 4.0 MAIN TEXT

### 4.1 Background

There are ongoing improvements and adaptations to the Children and Families school estate across Dundee. These include the new build programme; planned maintenance works; curricular upgrades; and an ongoing programme of general works. At this point in time, there are a number of recently completed, planned or ongoing developments as set out in Appendix 1. The programme for the Capital Plan was recently approved at committee (Article VII of the Minute of the Meeting of the Policy and Resources Committee held on 30 October 2017, report 350-2017 refers) reflecting priority projects across all areas of the council. The programme for opening of new build schools is set out in Table 1.

**Table 1: Build Programme**

**Completed:**

<b>Establishment</b>	<b>Entry Date</b>
Strathmartine Campus (Sidlaw View PS and Jessie Porter Nursery)	October 2016
Hillside Campus (Gowriehill PS, Hillside PS and Menziesshill Nursery)	August 2017

**Ongoing:**

<b>Establishment</b>	<b>Entry Date</b>
Baldragon Academy	February 2018
Coldside Campus (Rosebank PS, Our Lady's PS, Frances Wright Pre-School Centre)	August 2018
North East Campus (St Vincent's PS, St Luke's and St Matthew's PS, Longhaugh PS and Longhaugh Nursery)	August 2018

- 4.2 Across the school estate, there has been a reduction in the overall number of establishments as a direct result of the new build programme. The condition of the estate has improved through new build programmes, the effective use of the Capital Plan and the identification of relevant priorities for maintenance and improvement work. Future prioritisation of new build programmes, upgrades and adaptations will continue to be informed by the Capital Plan. The Offsite Educational Service has recently completed its full move to the former Rockwell Primary School building, with the closure of the Dryburgh Resource Centre. Extensive improvements have been undertaken and are ongoing at Rockwell PS to facilitate this transition.
- 4.3 The Education Committee agreed a strategy to monitor and inform the future direction of the school estate (Article I of the Minute of the Meeting of the Education Committee of 12 December 2011, Report 539-2011 refers) and required that the Education Department (now the Children and Families Service) take direct responsibility for:

- Updating the Child and Family Services Committee and involving key stakeholders such as the Local Community Planning Partnerships, parents and carers on discussions around the school estate and the future direction of travel.
- Making effective use of the annual School Estate Management Plan (SEMP) to ensure that the suitability and condition of establishments is graded as satisfactory or good. This provides a consistent baseline standard across the school estate. It enables prompt action to be taken when specific issues arise within establishments and necessitates the ongoing need to prioritise and maximise allocated funding from the Capital Plan. The information in the SEMP is re-evaluated on an iterative basis and a formal submission is sent to Scottish Government annually.
- Reviewing and realigning existing boundary and catchment areas to reflect and respond to emerging demographic issues and increases in the pupil population. This also reflects new build housing programmes across the city and is carried out in conjunction with the City Development team.

- 4.4 The Scottish Government (SG) is committed to increasing entitlement to free early learning and childcare ( ELC) to 1140 hours per year for all three and four year olds and eligible two year olds by 2020. This will require significant estate redesign, workforce expansion and development. The expanded ELC entitlement will be built upon the guiding principles of quality, flexibility, accessibility and affordability.

In conjunction with Planning, Asset Management and the Children and Family Service, a review of a series of surplus sites, available properties and existing schools that have capacity has taken place.

This was to ensure that:-

- Any of the identified proposals did not conflict with other council plans or initiatives.
- Deliver of the operational requirements for early years was achievable.
- Delivery of the expanded service is achieved by 2021/22.
- An efficient cost model is being developed as the funding route has still to be finalised.

Whilst scoping work and feasibility studies are ongoing, it is currently assessed that the expansion needs will be met from a combination of refurbishment and extension of existing facilities, combined with the addition of a new nursery.

The expansion programme will be flexible, recognising that due to the scale and complexity of the expansion programme, delivery plans will change and develop as each implementation phase is completed and learning from tests of change emerge.

It is envisaged that following capital and revenue funding announcements expected by the end of 2017, a report will be submitted to committee for approval early in 2018.

- 4.5 The Victorian and Edwardian schools in the city have been a focus over the last 12 months with site visits taking place over and above the regularly scheduled meetings between City Development and the schools to look in more detail at additional facilities that these buildings require. These schools remain very popular with parents and a significant amount of ongoing year on year investment has kept the schools in

good condition and this has been appreciated by the school staff. In discussions with Head Teachers and some parent councils it is clear that the areas that require further development are:

- playground facilities
- dining facilities
- green space for PE

#### Victorian and Edwardian PS – Proposed Enhancement Works

Year/School/Description	Value
<b>2018/19 Programme</b>	<b>(£200,000)</b>
Dens Road PS – Playground enhancements	£75,000
Blackness PS – Playground enhancements	£50,000
St Marys PS – Playground store or Dining Tables	£17,500
Ss Peter and Paul RC PS – Playground Store	£17,500
Glebelands PS – Medical Room and Gym Storage	£40,000
<b>2019/20 Programme</b>	<b>(£725,000)</b>
Ancrum PS – Changing Facilities, Disabled toilet and General Security	£175,000
Cleington PS – Boundary wall and DISC Access	£60,000
Dens Road PS – Reception Office and Facilities Buckie	£150,000
Eastern PS – Infant Toilets and Drainage	£100,000
St Marys PS – Rooftop Playground	£100,000
Ss Peter and Paul RC PS – Playground Surfacing	£140,000

- 4.6 The annual SEMP data is a very useful tool in identifying buildings where there are clear or emerging issues around capacity, condition or suitability. The most recent School Estate Management Plan (SEMP) was submitted to the Scottish Government in May 2017. The SEMP presented a collation of core facts detailing floor and site areas, condition, sufficiency (roll and capacity), and suitability for all schools in Dundee. The occupancy rate for each establishment is based on the annual census data taken each September. Appendix 2 summarises core facts data for condition and suitability for each establishment. Each establishment is graded on a scale A to D, defined by Scottish Government as follows:

		Condition	Suitability
Rating A	Good	Performing well and operating efficiently	Performing well and operating efficiently
Rating B	Satisfactory	Performing adequately but showing minor deterioration	Performing well but with minor problems
Rating C	Poor	Showing major defects and/or not operating adequately	Showing major problems and/or not operating optimally
Rating D	Bad	Life expired and/or serious risk of imminent failure	Does not support the delivery of services to children and communities

It is reassuring to note from the condition and suitability core facts data that virtually all of Dundee's educational properties are classified as 'good' or 'satisfactory'. The aim of the department is to ensure that all establishments are graded as 'good' or 'satisfactory' in terms of their condition and suitability. The new build programme or current planned works will impact positively on establishments with a 'poor' classification. Of the 9 establishments with a classification of 'poor' condition in 2017, 5 are in the process of being replaced as part of the ongoing build programme.

The school estate overall is in excellent condition with significant development to existing properties as well as a large scale capital programme. Craigie High School and Braeview Academy are next for development and discussions have taken place with national agencies to look at support to develop these schools further. At present £40m has been set aside in later years in the Capital Plan for both buildings. In the interim there are a planned programme of works to ensure that both buildings remain in the best condition possible. Craigiebarns Primary School is also graded as C for condition. In financial years 2015/2016 and 16/17 a full heating programme was taken forward in the school with over £400,000 in expenditure. Further works are being commissioned to replace all pupil toilets over the course of the next two years with an approximate cost of £250,000. It is anticipated that this will bring the condition of the building to Grade B.

- 4.7 Core facts for the pre-school sector are not requested by the Scottish Government. Both condition and suitability of almost all our nursery schools are rated as good or satisfactory.

## 5.0 SCHOOL CAPACITY

- 5.1 The working capacity for schools is based on a standard formula using the Strathclyde Model to ensure a consistent approach across the school estate. Although every pupil is allocated Priority 1 status for their local primary or secondary school, the number of placing requests in Dundee has an impact on school rolls with every primary and secondary school having a sizeable number of placing requests. This reflects the legal right of parents to apply for a place in a school out with their local area provided that there are sufficient spaces in the receiving school. Table 2 and Table 3 set out the number of placing requests in the primary and secondary sector as a percentage of the school roll.

**Table 2**

<b>Placing Requests in Primary Schools as a % of the school roll</b>	
<b>5 -10%</b>	<b>3 schools</b>
<b>11-20%</b>	<b>8 schools</b>
<b>21-30%</b>	<b>10 schools</b>
<b>31-40%</b>	<b>4 schools</b>
<b>41-50%</b>	<b>4 schools</b>
<b>51-60%</b>	<b>4 schools</b>
<b>61-70%</b>	<b>0 school</b>
<b>71-80%</b>	<b>1 school</b>

Table 3

<b>Placing Requests in Secondary Schools as a % of the school roll</b>	
<b>5 -10%</b>	<b>2 schools</b>
<b>11-20%</b>	<b>2 schools</b>
<b>21-30%</b>	<b>3 schools</b>
<b>31-40%</b>	<b>1 school</b>

- 5.2 Action is taken each year to create reserved spaces in schools to ensure that Priority 1 pupils entering Primary 1 or Secondary 1 or who move into a catchment area during the course of the school year are granted a space. The allocation of reserved spaces is reviewed on an annual basis and a report is presented to committee detailing the proposed number of reserved spaces in specific schools. **In February 2017** (Article II of the Minute of the Children and Families Service Committee of 27 February 2017, report 75-2017 refers) the Committee approved a revision of the allocation of reserved places in selected schools to ensure an adequate retention of spaces for all Priority 1 pupils entering their local primary or secondary school. Where the school roll is close to or above capacity, entry levels into Primary 1 can also be capped to control capacity should such action be necessary. At secondary school level there is a maximum intake for each year group and this is based on the working capacity of each school. The allocation of spaces in pre-school is not based on school catchment areas given the non-statutory nature of pre-school, the number of stand-alone nurseries across the city and the fact that a significant number of children are placed with partner providers.
- 5.3 The total capacity across the primary estate is 13,370 pupils but at present only 10,777 spaces are used which represents an occupancy level of 81%. This means that there are 2,593 available spaces and an under occupancy rate of 19%. The total capacity across the secondary estate is 8,974 pupils but at present only 7,211 spaces are used which represents an occupancy level of 80%. This means that there are 1,763 available spaces and an under occupancy rate of 20%.
- 5.4 Table 4 sets out the capacity and roll for each school, the number of Priority 1 pupils, the number of non-priority 1 pupils (other) and the number of placing requests in September 2017. There are 8 primary schools with an occupancy level of 95% and above. There is one secondary school with an occupancy level greater than 95%. Each of these schools has a significant number of placing requests ranging from 11% to 57%. The schools are:

**Blackness Primary School:** The roll is 16 pupils above the working capacity of 342. There are 119 placing requests into the school and this represents 33% of the school roll.

**Craigowl Primary School:** The catchment area of the schools in the Strathmartine area was changed with effect from January 2016. The current roll is 48 pupils above the working capacity of 434. There are 52 placing requests into the school and this represents 11% of the school roll.

**Forthill Primary School:** The roll is 618 pupils and the capacity is 651 pupils. There are 161 placing requests into the school and this represents 26% of the school roll.

**St Joseph's Primary School:** The roll is 330 pupils and the capacity is 342 pupils. There are 188 placing requests into the school and this represents 57% of the school roll.

**St Mary's RC Primary School:** The roll is 308 pupils and the capacity is 300 pupils. There are 69 placing requests into the school and this represents 22% of the school roll.

**Ss Peter and Paul RC Primary School:** The roll is 340 pupils and the capacity is 328 pupils. There are 98 placing requests into the school and this represents 29% of the school roll.

**St Clement's RC Primary School:** The roll is 226 pupils and the capacity is 228 pupils. There are 29 placing requests into the school and this represents 13% of the school roll.

**Craigiebarns Primary School:** The roll is 355 pupils and the capacity is 367 pupils. There are 160 placing requests into the school and this represents 45% of the school roll.

**Harris Academy:** The roll is 1,299, 99% of the working capacity of 1309 pupils. It was anticipated that the roll would be close to the maximum for the first year as the two schools came together on the same site. There are 213 placing requests into the school and this represents 23% of the school roll.

**Kingspark School:** The school is 13 pupils above the working capacity of 172. The nature and style of the school is such that it can accommodate additional pupils but there is an ongoing review of the present and future provision to reflect the nature of additional support needs across the city.

**Table 4: School Capacities, Rolls and Placing requests as at September 2017**

School Name	Sector	Capacity	Roll	Occupancy	Priority 1	Other Priority	% Priority 1	% Other Priority
Ancrum Road Primary School	Primary	451	406	90%	166	234	42%	58%
Ardler Primary School	Primary	267	151	57%	110	41	73%	27%
Ballumbie Primary	Primary	676	437	65%	344	93	79%	21%
Barnhill Primary School	Primary	534	493	92%	453	40	92%	8%
Blackness Primary School	Primary	342	358	105%	239	119	67%	33%
Camperdown Primary	Primary	338	263	78%	223	40	85%	15%
Claypotts Castle Primary School	Primary	434	391	90%	346	45	88%	12%
Cleington Primary School	Primary	574	511	89%	391	120	77%	23%
Craigiebarns Primary School	Primary	367	355	97%	160	195	45%	55%
Craigowl Primary School	Primary	434	482	111%	430	52	89%	11%
Dens Road Primary	Primary	342	224	65%	114	110	51%	49%

School Name	Sector	Capacity	Roll	Occupancy	Priority 1	Other Priority	% Priority 1	% Other Priority
School								
Downfield Primary School	Primary	434	406	94%	197	209	49%	51%
Eastern Primary School	Primary	459	427	93%	250	177	59%	41%
Fintry Primary School	Primary	434	410	94%	217	193	53%	47%
Forthill Primary School	Primary	651	618	95%	457	161	74%	26%
Glebelands Primary School	Primary	365	318	87%	167	151	53%	47%
Longhagh Primary School	Primary	415	279	67%	172	107	62%	38%
Mill of Mains Primary School	Primary	317	283	89%	223	60	79%	21%
Our Lady's RC Primary School	Primary	267	166	62%	136	30	82%	18%
Rosebank Primary School	Primary	267	133	50%	107	26	80%	20%
Rowantree Primary School	Primary	434	292	67%	231	61	79%	21%
Sidlaw View Primary School	Primary	418	195	47%	174	21	89%	11%
St Andrew's RC Primary School	Primary	434	354	82%	284	70	80%	20%
St Clement's RC Primary School	Primary	228	226	99%	197	29	87%	13%
St Fergus RC Primary School	Primary	367	173	47%	115	58	66%	34%
St Joseph's RC Primary School	Primary	342	330	96%	142	188	43%	57%
St Luke's & St Matthew's RC Primary School	Primary	434	226	52%	203	23	90%	10%
St Mary's RC Primary School	Primary	300	308	103%	239	69	78%	22%
St Ninian's RC Primary School	Primary	217	176	81%	124	52	70%	30%
Ss Peter and Paul RC Primary School	Primary	328	340	104%	242	98	71%	29%
St Pius' RC Primary School	Primary	242	193	80%	178	15	92%	8%
St Vincent's RC Primary School	Primary	434	181	42%	127	54	70%	30%
Tayview Primary School	Primary	645	435	67%	193	242	44%	56%
Victoria Park Primary School	Primary	242	219	90%	51	168	23%	77%
Baldragon Academy	Secondary	1,126	781	69%	718	63	92%	8%
Braeview Academy	Secondary	990	544	55%	510	34	94%	6%
Craigie High School	Secondary	959	593	62%	504	89	85%	15%
Grove Academy	Secondary	1,370	1,227	90%	1,030	197	84%	16%
Harris Academy (New building)	Secondary	1,309	1,299	99%	1,086	213	84%	16%
Morgan Academy	Secondary	1,050	933	89%	667	270	71%	29%
St John's RC High	Secondary	1,142	1,030	90%	705	325	68%	32%



School Name	Sector	Capacity	Roll	Occupancy	Priority 1	Other Priority	% Priority 1	% Other Priority
School								
St Paul's RC Academy	Secondary	1,028	804	78%	638	166	79%	21%
Kingspark School	Special	172	185	108%	0	176	0%	100%
Offsite Education Centres	Special	48	43	90%	N/A	N/A	N/A	N/A

## 6.0 BUILDING SAFETY

- 6.1 There is a robust system in place for the inspection, monitoring, reporting and responding to defects that may arise within all Council nurseries, primary schools and secondary school buildings. A resident Building Manager is appointed to each school with overall responsibility for property safety. A fully trained Property Officer is also appointed to each school and they carry out a comprehensive building condition inspection on an annual basis. They also carry out regular inspections of the school and its facilities (Typically on a monthly basis). The Building Manager or facility staff will also inspect on an ongoing basis and report any safety concern to the Property Officer. The Property Officer has a planned meeting with schools once a term where a set agenda specifically looks at health and safety issues. There is a full time Education corporate health and safety officer who is in liaison with The Property Officer's on a regular basis. It is worth noting that there are 61 separate health and safety contracts in place for the safety inspection and testing in areas as diverse as electrical testing, testing of gas appliances, fire alarm servicing and assessment of water quality.
- 6.2 A detailed structural inspection is carried out every 3 years by the City Engineer. Any structural maintenance needs arising from these inspections are programmed on a prioritised basis. These cyclical inspections highlight a need for structural maintenance for the entire schools estate of £65,000 per annum over the next 5 years to preserve asset condition and safety. Allowances have been made within the Capital Plan to cover this requirement. Safety issues that arise from any of the above sources are prioritised and actioned as appropriate with appropriate annual budgets in place for both planned and unplanned maintenance. Any major works required are identified through these inspection processes and prioritised through the capital budget process.
- 6.3 A similar system is in place for the eight Dundee PPP Contract Schools through the facilities management contractor. Any works required in relation to these properties are carried out through planned maintenance processes. The works are funded through the lifecycle maintenance portion of the contract. The Baldragon Academy will open in February 2018, provided to the Council under a DBFM contract, and will be maintained on a similar basis.

## 7.0 POLICY IMPLICATIONS

- 7.1 This report has been screened for any policy implications in respect of Sustainable Development, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.
- 7.2 There are no major issues.

**8.0 CONSULTATION**

8.1 This report has been the subject of consultation with the Council Management Team.

**9.0 BACKGROUND PAPERS**

9.1 None.

PAUL CLANCY  
Executive Director of Children and Families Service  
November 2017

## Capital Works Programme 2017-18

### General Upgrades:-

#### Barnhill PS

- New windows and door screens (£135k)

#### Clelington PS

- Replacement windows (£358k)

#### Glebelands PS

- Pupil toilet upgrade (£45k)
- Replacement Fire Doors (£76k)

#### Mill of Mains PS

- Renew windows to Admin block (£151k)
- Upgrade Female Staff Toilets (£26k)

#### Elliot Road Sports Pavilion

- Upgrade male showers/toilets (£17k)

#### Forthill PS

- Flat Roof Replacement (£119k)

#### St Marys PS

- Upgrade Boys and Girls first floor toilets (£144k)
- Lintel Replacement (£13k)

#### St Pius PS

- Form Changing Rooms (£21k)
- Replacement Windows and Doors (Last Phase) (£160k)

#### Ancrum Rd PS

- East Elevation Window Replacement (£156k)
- Phase 1 Electrical upgrade (£45k)

#### St Ninians PS

- Replace Roof over tower block (£207k)
- Replace roof over Toilets annex (Incl.)

#### Ardler PS

- East Elevation Window Replacement (£135k)

#### Blackness PS

- Second Phase Stairwell refurb (£76k)
- Accessible Changing room/Toilet (Incl.)

#### Rockwell Offsite Centre

- Domestic Hot Water upgrade (£121)

- Layout Improvements and Upgrades (£100k)

## Ss Peter and Paul RC PS

- Fire Door Upgrade (£23k)
- Phase1 Replacement Roof Coverings (£63k)

### Summary data on the School Estate

School Estates Core Facts on the school estate as at September 2017.

		<b>Condition</b>	<b>Suitability</b>
Rating A	Good	Performing well and operating efficiently	Performing well and operating efficiently
Rating B	Satisfactory	Performing adequately but showing minor deterioration	Performing well but with minor problems
Rating C	Poor	Showing major defects and/or not operating adequately	Showing major problems and/or not operating optimally
Rating D	Bad	Life expired and/or serious risk of imminent failure	Does not support the delivery of services to children and communities

### Early Years Establishments

	<b>Condition</b>	<b>Suitability</b>
Balgay Hill Nursery School	A	A
Frances Wright Pre-School Centre	B	B
Jessie Porter Nursery	A	A
Law Nursery	B	B
Longhaugh Nursery	B	B
Menzieshill Nursery	A	A
Wallacetown Nursery	B	B
Woodlea Children's Centre	B	B

### Primary Schools

<b>School Name</b>	<b>School Type</b>	<b>Overall Condition</b>	<b>Suitability of Estate</b>
Ancrum Road Primary School	Primary	C	B
Ardler Primary School	Primary	B	B
Ballumbie Primary	Primary	A	A
Barnhill Primary School	Primary	B	B
Blackness Primary School	Primary	B	B
Camperdown Primary	Primary	A	A
Claypotts Castle Primary School	Primary	A	A
Cleington Primary School	Primary	B	B
Craigiebarns Primary School	Primary	C	B

School Name	School Type	Overall Condition	Suitability of Estate
Craigowl Primary School	Primary	A	A
Dens Road Primary School	Primary	B	B
Downfield Primary School	Primary	A	A
Eastern Primary School	Primary	B	B
Fintry Primary School	Primary	A	A
Forthill Primary School	Primary	B	B
Glebelands Primary School	Primary	B	B
Longhaugh Primary School	Primary	C	B
Mill of Mains Primary School	Primary	B	B
Our Lady's RC Primary School	Primary	C	B
Rosebank Primary School	Primary	C	B
Rowantree Primary School	Primary	A	A
Sidlaw View Primary School	Primary	A	A
St Andrew's RC Primary School	Primary	A	A
St Clement's RC Primary School	Primary	A	A
St Fergus RC Primary School	Primary	B	B
St Joseph's RC Primary School	Primary	A	A
St Luke's & St Matthew's RC Primary School	Primary	B	A
St Mary's RC Primary School	Primary	B	B
St Ninian's RC Primary School	Primary	B	A
Ss Peter and Paul RC Primary School	Primary	B	B
St Pius' RC Primary School	Primary	B	B
St Vincent's RC Primary School	Primary	C	B
Victoria Park Primary School	Primary	A	A
Baldragon Academy	Secondary	C	B

<b>School Name</b>	<b>School Type</b>	<b>Overall Condition</b>	<b>Suitability of Estate</b>
Braeview Academy	Secondary	C	B
Craigie High School	Secondary	C	B
Grove Academy	Secondary	A	A
Harris Academy	Secondary	A	A
Morgan Academy	Secondary	A	B
St John's RC High School	Secondary	A	B
St Paul's RC Academy	Secondary	A	A
Kingspark School	Special	A	A