

**REPORT TO: DUNDEE CITY COUNCIL EDUCATION COMMITTEE -  
18 AUGUST 2003**

**REPORT ON: CHANGES TO THE PROCEDURES FOR THE ALLOCATION OF  
PLACES IN SECONDARY SCHOOLS - REPORT ON FORMAL  
CONSULTATION PROCESS**

**REPORT BY: DIRECTOR OF EDUCATION**

**REPORT NO: 546-2003**

## **1.0 PURPOSE OF REPORT**

1.1 This report details the representations made during the formal publication and consultation exercise on changes to the procedures for allocating places in secondary schools (Report 155-2003 of the Education Committee of 17 March 2003 refers) and seeks approval to implement the proposals set out below.

## **2.0 RECOMMENDATIONS**

2.1 The Committee is recommended to:-

- i) note the representations made during the formal consultation exercise on proposed changes to the procedures for allocating secondary school places, copies of which are available in the Members Lounge and with Group Secretaries.
- ii) note that, having had regard to these representations, the Director of Education recommends that the proposals set out below be implemented.
- iii) resolve as follows:-

That from session 2003-2004 the Criteria for admission to secondary school be as set out in Appendix A.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The costs of implementing the proposals can be met from the Education Revenue Budget

## **4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 Nil

## **5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

- 5.1 The proposals are intended to improve the access to education for pupils living in Dundee.

## **6.0 BACKGROUND**

- 6.1 At its meeting on 17 March 2003 the Committee agreed to make, publish and consult on the proposal to change the procedures for allocating school places in secondary schools as set out in Appendix A in terms of the Education (Publication and Consultation Etc.) (Scotland) Regulations 1981
- 6.2 The formal consultation procedures were carried out during the period 25 April to 30 May 2003. Copies of representations received are attached to this report.

## **7.0 PRESENT POSITION**

- 7.1 All School Boards received copies of relevant consultation documents by post.
- 7.2 Copies of the consultation documents were made available to Church representatives, to staff representatives of the appropriate trades unions, to the appropriate members of Parliament and to other interested parties.
- 7.3 The existence of the consultation documents was publicised in the press and copies were made available at the reception desk on Floor 8, Tayside House and in all schools.

## **8.0 OUTCOME OF CONSULTATION**

- 8.1 Some 9 responses were received. The majority of responses came from a small number of parents attending Dundee primary schools who felt that they might be disadvantaged by the proposal. In allowing Dundee pupils attending Angus primary schools a place in Dundee secondary schools they felt that their opportunity to make a successful placing request for a secondary school other than the one associated with their primary school might be reduced.

## **9.0 CONCLUSION**

- 9.1 At present approximately 60 pupils (from P1 – P7) attend Grange and Seaview Primary Schools while residing within the boundary of Dundee City Council. Smaller numbers of Dundee pupils are enrolled at other Angus primary schools (Liff, Birkhill, Strathmartine and Murroes Primary Schools) near the City boundary. The proposed changes to procedures are designed to ensure that changes to the catchment area of Monifieth High School do not leave Dundee pupils without a Priority 1 place in a Dundee secondary school.

9.2 This proposal is seen as a temporary measure to secure the placement of the pupils from Dundee currently attending Angus primary schools. It will be made clear to parents making placing requests from August 2003 that if they wish to secure a Priority 1 place in a Dundee secondary school they should enrol their child in an associated Primary School of that Secondary School.

9.3 The Director of Education has given careful consideration to the representations made and now considers that it would be appropriate for the Council to implement the amended proposals as set out in Appendix A.

## **10.0 CONSULTATION**

10.1 This report has been the subject of consultation with the Chief Executive, Depute Chief Executive (Finance) and the Depute Chief Executive (Support Services).

## **11.0 BACKGROUND PAPERS**

11.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing the above report.

Anne Wilson  
Director of Education

9 July 2003

## Criteria for Admission to Secondary School

While parents/carers' wishes will be met whenever possible, if the number of places in any particular school is limited, priority for admission will be determined on the following basis:

The priorities for admission to Secondary Schools from Session 2004/2005 up to and including Session 2010/2011:-

- Priority 1** Children attending a school designated as an associated Primary School of the specified school or a school outside Dundee the catchment area of which is within the catchment area of the specified school. Children who become normally resident within the catchment area of the specified school during or after P7.
- Children normally permanently resident within the catchment area of the specified school but who have been unable to obtain a place at the primary school into whose catchment area they have moved following an unsuccessful application for enrolment or placing request.
- Children attending a primary school in Angus as at 31 August 2003, residing in Dundee and not having Priority 1 status for a Dundee secondary school will be designated as Priority 1 pupils for the Dundee secondary school within whose catchment area they reside.***
- Priority 2** Children **not** normally resident within the catchment area of the specified school, but having a brother or sister (or relative permanently living at the same address as part of an extended family) **Note 1** in attendance at that school. Children normally resident within the catchment area of the specified school not attending a school designated as an associated primary school of the specified school but having a brother or sister (or relative permanently living at the same address as part of an extended family). **Note 1** in attendance at that school.
- Priority 3** Children normally resident within the catchment area of the specified school not attending a school designated as an associated primary school and having no brother or sister (or relative permanently living at the same address as part of an extended family) **Note 1** in attendance at that school.
- Priority 4** Children **not** normally resident within the catchment area of the specified school and having no brother or sister (or relative permanently living at the same address as part of an extended family) **Note 1** in attendance at that school.
- Note 1** Provided that the member of the extended family for whom the placing request has been made has lived within that extended family for a period of at least 2 years. Please note that for Secondary 1 entrance the following August a sibling must be in the present S1 to S5.
- Note 2** Within denominational schools places in each priority category will be allocated first to children who have been baptised into the Roman Catholic Church and thereafter to other children within that category.

**Note 3**

When it is necessary to refuse some placing requests for a school the following procedures will apply. For Secondary 1 August admissions, placing requests received up to the date given in the advertisement are dealt with on distance from school. All other placing requests are held in chronological order.