

**REPORT TO: DUNDEE CITY COUNCIL EDUCATION COMMITTEE – 15
OCTOBER 2001**

**REPORT ON: REVISED DATES FOR PRIMARY SCHOOL (P1) ENROLMENT AND
PRIMARY/SECONDARY SCHOOL TRANSFER (P7/S1)
ARRANGEMENTS**

REPORT BY: DIRECTOR OF EDUCATION

REPORT NO: 668-2001

1.0 PURPOSE OF REPORT

1.1 This report seeks approval of changes to the dates for the administration of primary school (P1) pupil enrolment and primary/secondary school pupil transfer (P7/S1).

2.0 RECOMMENDATIONS

2.1 It is recommended that the Education committee:

- i. approve the following changes to the dates for the administration of primary school pupil enrolment and primary/secondary school pupil transfer.

| | NEW DATE | PREVIOUS DATE |
|---|-----------------------------------|------------------------------|
| Advertisement of arrangements in Evening Telegraph/Courier & Advertiser | 19 November 2001 | (12 January) |
| Date for primary (P1) pupil enrolments or placing requests | 4 February 2002 | (15 March) |
| Date for making primary/secondary (P7/S1) placing requests | 4 February 2002 | (15 March) |
| Date for placing request decisions | 18 March 2002 | (30 April) |
| Target date for placing request appeals | End April 2002 Early June 2002 | (Early June) (Early July) |

- ii. instruct the Director of Education to take appropriate action to publicise the changed dates

3.0 FINANCIAL IMPLICATIONS

3.1 It is anticipated that there will be additional costs of approximately £200 attached to publicising the changed dates. This expenditure can be met from the provision for advertising with the Education Revenue Budget 2001/2002.

4.0 LOCAL AGENDA 21 IMPLICATIONS

4.1 There are no Local Agenda 21 implications arising from implementation of this report.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 There are no Equal Opportunities implications arising from implementation of this report.

6.0 BACKGROUND

6.1 Following consultation with School Boards and Head Teachers it is viewed that the following benefits will accrue from bringing forward the dates for the administration of primary school pupil (P1) enrolment and primary/secondary school pupil (P7/S1) transfers.

6.2 Earlier confirmation of placing requests will give parents more time to make appropriate arrangements for their child including purchase of uniform etc.

6.3 The revised dates will help ensure that P7 pupils are able to participate in induction visits to their chosen secondary school and that nursery children can participate in P1 visits.

6.4 Appeal hearings will take place prior to the summer break which will be more convenient for parents and enable more effective use of administrative resources.

6.5 Earlier confirmation of school pupil rolls will greatly assist with the planning and recruitment of staff for the new session.

7.0 CONSULTATION

7.1 The Director of Support Services, Director of Finance, School Board Chair Persons and Head Teachers have been consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

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.

..... Date

AHW/DD
Sept 2001