

Frequently Asked Questions

General

Pupil Safety

1. Has a traffic study been carried out for the school? Can you give details?

External Consultants, MVA, carried out traffic/travel surveys of all West Dunbartonshire schools immediately prior to the ITN (Invitation to Negotiate) process. Following BAM's appointment as preferred Bidder, BAM appointed MVA to carry out traffic studies for all of the PPP-specific schools. These were completed prior to Financial Close.

2. Is there a traffic / travel safety plan for the school?

The Green Travel Plan is a Planning requirement and must be approved prior to completion of the school. The Outline Plan was approved at Planning stage and the full Plan is being developed by Educational Services in liaison with the Roads section and BAM.

3. What about security in the school itself? Will there be police-approved CCTV or similar on a campus this size?

There will be CCTV inside and around the school building for complete security. The design of the building, its position on site, all externals, CCTV and lighting will all be subject to "Secure by Design" rules which must be approved by the police. With this in mind, BAM have been liaising with the local police throughout the pre-Financial Close stage and also during the present construction phase.

Space, Size and Capacity

4. What is the school's maximum capacity as determined by Circular No 3/2004: GUIDANCE ON DETERMINING SCHOOL CAPACITIES.

Circular 3/2004 gives only guidance and not a formula or a method. The conclusion reads 'It is for Education Authorities themselves to determine the capacity of individual schools. Whilst this guidance sets out some of the factors they will want to consider when determining school capacities, it is not exhaustive. Authorities will, of course, want to exercise discretion and take in to account the individual circumstances of schools.'

Transport

5. Has WDC looked at what public transport links are currently available to serve the new school? What are the public transport links?

The tendering process for public transport links will be tendered early 2009, based upon the ongoing investigation of pupil travel, etc. Tendering will conform with European Procurement rules.

6. What transport provision will there be for pupils from Bowling, Old Kilpatrick? There is a need for bus services that are direct where pupils will not need to change – these services could perhaps call into the new Park and Ride facility at Kilbowie Roundabout.

The transport provision for Bowling/Old Kilpatrick will again be governed by the above tender process. Transport can be in any form e.g. service buses, trains. A policy has still to be drafted that will determine the best means of transport, based upon numbers travelling from the various locations, transport available and costs. We cannot always guarantee a direct provision.

7. What discussions / plans have taken place or are taking place to look at new bus routes to serve the needs of pupils?

No discussions have taken place to date. We are at the early stages of determining pupil entitlements. We envisage transport tenders being drawn up and issued in early 2009.

8. Clydebank: There should be bus services that come along Second Avenue and then go up Kilbowie Road so that pupils do not have to wait around the Atlantis Pub – what will WDC do to ensure these services are provided?

We have no jurisdiction over local services. However, representations can be made to the local transport companies if appropriate.

9. Clydebank: Has WDC looked at congestion in the area of the new schools – e.g. congestion around East and West Thompson Street at the Health Centre - and also from the park and ride facility? What conclusions have been reached? How does it propose to deal with congestion?

WDC does not envisage any substantial increase to traffic – the infrastructure has previously coped with traffic arising from Clydebank HS, Kilbowie PS & EECC, St Eunan's PS & EECC, St Columba's HS and Clydebank College. Whilst the new scheme will increase traffic travelling to the larger denominational secondary, there is significant reduction in traffic due to the relocation of Clydebank College from the area.

We continually look to improve our Safer Routes to Schools initiative and these concerns will be analysed and, where necessary, rectified prior to the school opening.

10. What are the proposals for traffic management at the site, especially when St Eunan's School is also on site?

Pedestrian and vehicular traffic to and from each of the properties (i.e. St Peter the Apostle HS, St Eunan's PS and St Eunan's EECC) will be completely separate. Closing times at the secondary school is different from the primary and EECC.

11. As a parent of a pupil who is due to start at the school in 2009 my concerns are as follows:

The cost of bus fares for families on borderline income

personal circumstances are not a factor in qualifying for school transport. The current policy allows for free travel to secondary children who live more than 2 miles from the catchment school that they attend (one mile for primary aged children).

12. What is the policy on the provision of bus passes? What is distance boundary for bus passes? Will WDC inform all those pupils who are eligible?

As stated above, free passes are issued to secondary aged children who live over 2 miles from the school that they attend, so long as it is also the catchment school (1 mile for primary aged children). The policy states that passes can be for any form of transport and not necessarily bus provision.

With regard to collating information and informing pupils on eligibility, throughout the rest of this year we will check out all addresses for eligibility and thereafter collate information of all those pupils currently attending/due to attend the new school. We will then write to parents/guardians informing them of entitlement/ non entitlement.

This is the same process that was recently successfully used following the closure of Braidfield HS.

Transition

13. What planning has been undertaken to safeguard the education of young people undertaking national Examinations?

The Executive Director of Educational Services has liaised closely with the Head Teachers of both schools, who have in turn held several meetings with their departments' Principal Teachers, and this

process has resulted in the early development of how the change process can be achieved with the minimum of disruption to pupils' education.

As regards the ongoing building works adjacent to the school, the Head Teacher and co-ordinator have liaised closely with BAM, ensuring that there is full awareness between all parties of the educational implications/potential disruption resulting from the various construction stages, especially bearing in mind school SQA exams.

14. How do you intend to actively consult and communicate with ALL parents and pupils in the coming year?

There will be regular communication with parents, pupils and staff throughout the construction period, and this will be implemented and led by the Head Teacher.

15. How will parents be kept up to date with milestones and target dates to ensure that pupils and parents are kept up to date with progress?

BAM has issued and will continue to issue regular newsletters advising of current status of the project and the operations scheduled over the succeeding few days/weeks. We are investigating the possibility of putting BAM newsletters onto the Council website – details of this will be issued over the next few weeks. (www.west-dunbarton.gov.uk)

16. How will WDC prepare pupils for transition – particularly at St. Andrew's / St Columba's? Transition programmes should take one year (or two for pupils with additional needs) - what transition programmes are planned for current P6s? Will 2008-09 P7 pupils have access to the school in June 2009?

BAM is continually looking at ways to involve pupils in the process – some 1st year pupils have already had interactive Health & Safety sessions, and these will be rolled out to all 1st year and P6 pupils over the next few weeks. Other contractor-led initiatives will be planned in liaison with both schools, and these will include site visits and presentations of computer model fly-throughs.

17. The kids who have just settled into first year will have to face settling into a new school again. How will the transition take place? How do the kids get to meet the pupils/staff before starting the new school?

The Head Teacher and his/her senior management team will lead this process, in consultation with BAM. Again it is important to stress that all parties are keen that children will be well familiarized with the new school both in design and sustainability issues.

18. How do you plan to familiarize all pupils with the building and layout given that the new school will be a building site until July 2009?

The construction programme is highly detailed which will allow the new Head Teacher to plan, during the summer term of 2009, for pupils to do supervised walk-rounds in areas of the new school that are already complete or substantially complete. Drawings and fly-through computer models will be available for pupils to see.

19. What plans are in place to familiarise staff, especially teachers, with the new school and its facilities? Who will carry out the snagging work identified?

Staff have been involved in the design development since before Preferred Bidder stage. Familiarisation will be as described above for pupils.

Snagging will be carried out by HBG FM.

20. In the event of delays in opening (which have happened in very many new school builds) what does WDC propose to do with first year pupils who are already in a vulnerable position because of starting at the new school? Can WDC reassure parents that young people will not be moved mid-year with all the upheaval that causes?

Very few PPP schools have been delivered later than programme. BAM has a very good record of completing on time. The project is currently on programme, however due to the detailed programme

information and the weekly client/contractor meetings we will know in good time of any slippage. Heavy penalties will be incurred in the event of contractor slippage.

However, reassurance cannot be given that pupils will not be moved mid-year – if the school is handed over later than mid August, arrangements will be made to move into it during term time to mitigate heavy costs to the Council and to ensure that the primary will be completed on time.

21. Does WDC propose to inform pupils and parents in advance of the opening of groupings and classes?

Yes, again via the Head Teacher and his/her management team.

22. Is WDC planning to have staggered start dates – Year 1 and Year 5/6 start first with Year 2, Year 3 and Year 4 gradually joining? This has been done successfully elsewhere?

Possibly. Subject to Head Teacher discussions and considerations.

23. How will an ethos be created that belongs to the new school? What about insignia, motto and uniform?

This falls within the remit of the Head Teacher and the Senior Management team, in consultation with staff, pupils and parents.

24. Will the new school be divided up into different ‘houses’ or units? How will this be done?

This falls within the remit of the Head Teacher

25. Will any equipment in the existing schools be used in the new schools? How and when will this be moved to the new school or, if no equipment will transfer, what will be done with the current equipment in the schools? Could this be recycled to other schools or donated to other countries?

Interactive boards, CDT equipment and all curricular equipment that complies with current legislation and that is in good order will be transferred from the existing schools. An outline inventory of all such equipment has been drafted and is being checked for compliance with all necessary obligations and legislation. Transfer of equipment will be as late as is practically possible to allow maximum usage for the schools before closure.

Any usable equipment not transferred to the new school will be recycled to other schools where appropriate.

26. Have the contractors made use of / are making use of Architecture and Design Scotland's (A+DS) school design programme? This gives specialist advice to councils in the design of schools and it would be reassuring to parents to know that it had been or is being used.

BAM's architectural consultants used their extensive experience in school design, taking into account modern and practical design, quality of materials, aesthetics, sustainability and life cycle implementation. They extensively used professional educational consultants to ensure the highest degree of practicality with reference to curriculum and circulation. Liaison with police ensured that "Secure by Design" standards were achieved. BAM also used another architectural practice and their own in house architects as design champions, challenging every decision and proposal.

WDC did not use ADS directly, however we did employ Architectural consultants who have experience in exemplar school designs, indeed they have architects who evaluate for ADS. The consultant evaluated our designs and ensured that the Authority would receive the highest quality 21st century schools, designed fit for purpose.

We are confident that our new schools will be among, if not the, best examples of PPP schools in the country both in terms of suitability, design and sustainability.

27. Is there a theatre? What about theatrical productions – where will these be staged and what will be the facilities – stage, lighting, sound, projection, etc.?

The assembly hall with its bleacher seating to cover 50% of the capacity (loose chairs will provide the other 50%) will function as a very flexible theatre space. There is also a drama studio with studio performance space.

28. Does WDC envisage the pupils staying within the school at break and lunch times? I am concerned that they may cross main roads to reach the nearest shops.

Pupils will continue to be encouraged to stay within the school grounds at lunchtimes, however this cannot be imposed. Pupils must stay within campus at break times.

The facilities will encourage many to remain within campus.

29. Would suggest that no "burger vans" be allowed in the immediate vicinity of the school

The licensing of "burger vans" and the like is outwith the control of Educational Services. In general terms, vans can trade anywhere on public highways, and cannot be excluded from roads immediately surrounding schools. In fact, if vans were excluded from trading "on the school's doorstep" their more distant locale would only encourage those children determined to use them to walk further from the school premises.

30. Will the science labs be approved by an external authority (e.g. the Royal Society for Chemistry) as being inspiring places for teaching practical science that fully meet all the requirements of teaching science in a safe and contemporary way?

No, however we have used ESA (a recognised industry specialist company for science lab design, layout and equipment), WDC science specialists and teachers, and other PPP-experienced Authorities.

(The outside authorities that we have consulted with are RNID, the Autistic Society and Sportscotland).

St Peter the Apostle HS

Headteacher / Senior Management

- 31.** By what date will the Headteacher be appointed and what priority is being given to this? What will be the process for this? This appointment should be as soon as is practicable to ensure an easy transition and to give confidence to staff in both schools who are currently working in a degree of uncertainty.

The Head Teacher remit is currently being drafted and the post will soon be advertised in May. The Head teacher is expected to be appointed by September 2008. Representatives of both Parent Council groups will be involved in the interviewing process.

- 32.** By what date will the new senior management team be in place?

The new Head Teacher will formulate his/her senior management team as soon as is practicable following his/her own appointment. The target for completion is Spring 2009.

- 33.** Where exactly will the entrance/s for cars, etc. and drop off points for buses be? And entrances for pupils? There needs to be safe access to the campus from the north.

The main vehicular access for the High School will be from Kirkoswald Drive, at the original site of the Play Park. Buses and cars will be able to drive into the school campus, drop off pupils and exit using the one-way system that will be designed by BAM, all with pedestrian safety as a priority. There may also be an opportunity for cars and buses to use the new Park & Ride facility on Kilbowie Road – this is being considered. There will be a lit footpath within the school campus and adjacent to the A82 that will connect to the Park & Ride. A high boundary fence will separate the A82 from the footpath. There will also be another pedestrian access west of the main access on Kirkoswald Drive, however there will not be any access to the high school campus from Gilmour Street.

Access to the primary will be from Kirkoswald Drive and access to the EECC will be from Gilmour Street.

- 34.** I am concerned there may be clashes between pupils from the 2 new schools - especially at the busy top end of Kilbowie Road. How do we ensure the pupils are safe on public transport?

Pupils currently travel safely on public transport and we are confident that this will continue to be the case. The situation will be no different to the existing one – pupils currently travel to St Columba's HS and Clydebank HS. Generally speaking there have been very few, if any, clashes between the schools over the many years that this situation has existed.

The “busy top end of Kilbowie Road” is less of an issue since Clydebank College closed.

- 35.** What will be the capacity of each class? How does this compare with a typical classroom in St Andrew's and in St Columba's? Can you give the present square metre per pupil for the capacity of St Andrew's and St Columba's and the square metre per pupil for the starting roll of St Peter the Apostle?

Comparison of the existing provision in St Andrew's HS, St Columba's High School and the current accommodation schedules for the new St Peter the Apostle High School is listed below. Note that the new school room sizes reflect our aspirations at briefing stage however they may marginally vary up or down due to the intricacies of final designs.

All of the St Andrew's figures are averages since the spread of room sizes is in some cases very large (eg general rooms in St Andrew's vary from 50 to 68 m² while general rooms in St Columba's vary from 39 to 64 m²).

All of the rooms of the same type in the new schools will be the same size (within 1 or 2 m²).

<u>Type of room</u>	<u>St Andrew's</u>	<u>St Columba's</u>	<u>St Peter the Apostle</u>
General (English, Maths etc)	58 m²	55 m²	64 m²
Home Economics	77 m²	85 m²	85 m²

Science	72 m ²	72 m ²	79 m ²
Computing (both subject and general)	71 m ²	73 m ²	78 m ²
Art and Design (current provision is via a small number of large rooms)	106 m ²	106 m ²	75 m ²
Business Studies	74 m ²	90 m ²	78 m ²
Music	72 m ²	72 m ²	72 m ²
Technical drawing	76 m ²	(none identified)	70 m ²
Technical Craft (there is currently one very large (184 m ²) space which pushes up the average)	105 m ²	92 m ²	95 m ²

The areas for PE facilities do not produce sensible comparisons as new schools will be designed and developed with reference to Sportscotland guidelines all of which are in excess of current sizes.

The existing school has a number of areas which do not feature in the current schedules for the new school and therefore do not produce very accurate overall comparisons. The following averages therefore should be treated with an element of caution.

Area per pupil (existing average is based on the school capacity of 1257)	9.0 m ²	8.6 m ²	10.6 m ²
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Again using WDC Policy and Procedure PP2.2, the classroom capacities are

- General classroom...	39	37	42
- Science classroom....	24	24	26

36. Can the school accommodate all pupils inside the school during lunch and break times, what is the capacity of the school public or common areas for inclement weather?

There is no recognised standard that states the area to be provided per pupil, nor is there a formula. However using the Fire Regulations for standing area, the assembly hall and dining areas combine to allow suitable standing area for 1470 pupils. It should be noted, though, that there will be dining tables in these areas which will reduce that capacity. Corridors and “street” areas are spacious but no capacity data has been calculated, as an element of those spaces must allow for free movement of pupils and staff.

37. What is the capacity of the dining hall? Can all pupils be accommodated in the dining hall?

See 10 above. The dining hall can take approximately 412 in one sitting (final capacity still to be agreed following furniture layout agreements), and we would envisage there being 2 sittings at lunchtimes.

38. Is there sufficient space for a full school assembly?

No, the Assembly Hall seating capacity is 350. The required capacity of 350 was agreed in consultation with Head Teachers.

39. How much space will there be in St Peter the Apostle – in classrooms, in the gym, in the dining hall, in science labs, in the library, in technical classrooms, etc. compared to the current provision in St Andrew’s and in St Columba’s?

See 9 above. Also,

Library (St Andrew's) 142 m² ; (St Columba's) 97m² ; (St Peter the Apostle) 200 m²

Games Hall (St Andrew's) 478 m² ; (St Columba's) 494m² ; (St Peter the Apostle) 493 m²

- 40.** Park and Ride at Kilbowie Rd - will this be accessible from the School or will it be completely sectioned off from the school? If accessible, will the Park and Ride be monitored (CCTV?) in terms of safety and security? How will the path to St Peter the Apostle be monitored and lit?

CCTV will be monitored at the school office by BAM FM. The Park & Ride area will be covered by adequate lighting and CCTV.

- 41.** It is important to minimise pupil movement through the existing housing estate (Morar Road, Avenue, etc.) adjacent to the site of the school – how will this be done?

There will be no vehicular or pedestrian access to the High School from Gilmour Street. Pupils will gain access to the school either from Kirkoswald Drive or from the Park & Ride. There should therefore be no need for traffic/pupils to walk through the Morar estate.

The Roads Section is investigating traffic calming measures through the Morar estate. The Manager of Roads advises that public consultations will soon commence.

- 42.** Would be concerned if there was to be an entrance from the Boulevard – this will encourage further fighting between young people from Drumchapel and Drumry.

There will be no entrance to the school grounds directly from the boulevard/A82

- 43.** What procedures will be put in place to ensure the smooth transfer of pupil attainment data – there was particular difficulty with this in the Clydebank High / Braidfield High merger?

There is more time to plan and implement the transfer than there was in the Braidfield closure - we are confident that the pupil attainment data will be transferred properly and efficiently.

- 44.** How will the new school accommodate the different qualifications children work towards in St. Andrew's and St. Columba's e.g. computing, maths – one parent has spoken highly of the Intermediate Mathematics course in St Andrew's and would like to see this available for her other children?

Both schools are constantly co-ordinating on their current and proposed curriculum and we envisage no problem in this regard.

General Issues and Questions

- 45.** How will the contaminated land be dealt with on the site and what are the guarantees associated with it?

The sports area excavations are now complete and no contamination “hot spots” have been encountered. The land will be capped to prevent any underground contamination from rising to the surface. Underground contamination is manifested through the underground waterways. Remediation will be by diverting the water course, via steel sheet piling, towards a new Treatment Plant where the contaminated water will be pumped to the surface, treated to make clean and then disposed of into Scottish Water's sewer system. Filters will be replaced from time to time to ensure proper ongoing treatment. Water will be tested at regular intervals to ensure that the agreed decontamination levels are being achieved. It is expected that, over a number of years, the land will become decontaminated, however no time to achieve this can be estimated. SEPA and WDC Environmental Health will continue to work with Educational Services to ensure proper compliance at all times.

- 46.** Is there going to be an active change programme put in place that will enable staff, pupils and parents from St Andrew's and from St Columba's to be able to combine together to establish the best school possible?

Again this will be led by the new Head Teacher, although there have already been joint meetings to discuss amalgamation and other aspects of the new school

- 47.** What specifically will be done to make children feel part of such a large school? Some children may find it difficult to settle in a school which is double the size of that which they presently attend.

This falls within the remit of the new Head Teacher as well as the joint work that is ongoing between staff, children and BAM.

- 48.** What does WDC propose to do to ensure continuity and collegiality in learning and teaching approaches between two different staff groups?

The schools have already started to meet and work towards this e.g. joint in-service days. There will be future opportunities for social gathering in the coming year.

- 49.** Will there initially be extra staff provided to ease the process? How many? How is the number worked out? For how long will the extra staff be provided?

Yes. 3 FTE teachers for 2 years, per the departmental policy

- 50.** What about the teaching of foreign languages? What will be the provision of facilities in the new school?

Foreign languages will be taught. The school includes 7 languages teaching rooms and a Foreign Language Assistant room.

- 51.** Will the new school have facilities for the teaching of music? What will these be?

Yes. The school includes 5 music rooms (one equipped for recording) 4 music practice rooms and 3 music tutorial rooms.

- 52.** What will be the sports facilities? How does WDC know that these will be adequate for the school roll? Will the facilities be accessible by the wider community out of school hours? Will this access impact on the use of the facilities by pupils (e.g. by football teams or netball teams for out of hours practice)? What will be the cost of the hire of the facilities and who will benefit from payments – WDC or BAM?

Internal sports facilities: 2 Games Halls, 2 Gymnasias, 1 Dance Studio, 1 Fitness Suite.

External sports facilities: 1 all weather floodlit football pitch, 1 all weather floodlit hockey pitch, 1 grass football/rugby pitch, 1 6-lane floodlit all weather running track.

We are confident that the facilities will fully support the curriculum. As is the case for the entire school, the sports facilities will be available for out of hours community use. This will not impact on the school's needs. Council has still to determine the cost of letting the facilities. All income generated will go to the Council.

- 53.** Is WDC planning staggered start and finish times between St Peter the Apostle, Clydebank High and St Eunan's and Clydebank High and Kilbowie Primary? How will this work?

Secondaries have different finishing times to primaries. The schools around the area currently have no problems with the various start/finish times and we see no additional strains once the new schools are built and occupied.

- 54.** The school uniform will have to be significantly different from St Eunan's Primary.

Noted.

- 55.** What are the proposals for the play park area near St Columba's – this is still a concern?

The Play Park is currently being constructed on the spare ground to the west of the former janitor's houses on Kirkoswald Drive. It will be bounded on 3 sides with high palisade fencing and the fourth

side to the front will have a lower fence with 1 public gate and 1 grounds maintenance gate. A full risk assessment has been carried out with regard to equipment and its location within the park area.