

# Agenda



## Educational Services Committee

**Date:** Wednesday, 14 June 2017

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**Time:** 17:00

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**Venue:** Committee Room 3,  
Council Offices, Garshake Road, Dumbarton

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**Contact:** Scott Kelly, Committee Officer  
Tel: 01389 737220 [scott.kelly@west-dunbarton.gov.uk](mailto:scott.kelly@west-dunbarton.gov.uk)

Dear Member

Please attend a meeting of the **Educational Services Committee** as detailed above. The business is shown on the attached agenda.

Note:-

Members are requested to note that in accordance with the requirements of the Schools (Consultation) (Scotland) Act 2010, as amended in 2014, the reports relating to Items 5 and 6 are being issued three weeks in advance of the meeting. The remainder of the reports for this meeting will be issued by Friday, 2 June 2017, in accordance with the normal timescale for issuing reports, as governed by the Council's Standing Orders.

In addition, Members of Council should note that this agenda is being issued prior to the formal confirmation of the elected membership of the Educational Services Committee and is therefore being issued to all Elected Members. The elected membership of the Committee will be determined in due course, in accordance with the nomination process agreed by Council at its Statutory Meeting on 17 May 2017.

Yours faithfully

**JOYCE WHITE**

Chief Executive

**Distribution:**

All Councillors

All Non-Elected Members of the Committee

Strategic Director – Transformation & Public Service Reform  
Chief Education Officer

Date of Issue: 24 May 2017

## **EDUCATIONAL SERVICES COMMITTEE**

**WEDNESDAY, 14 JUNE 2017**

### **AGENDA**

**1 APOLOGIES**

**2 DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

**3 APPOINTMENT OF THIRD RELIGIOUS REPRESENTATIVE TO THE  
EDUCATIONAL SERVICES COMMITTEE (To Follow)**

Submit report by the Chief Education Officer requesting confirmation of the reappointment of the third religious representative to the Educational Services Committee.

**4 LOCAL NEGOTIATING COMMITTEE FOR TEACHERS (To Follow)**

Submit for information, and where necessary ratification, the Minutes of Meeting of the Local Negotiating Committee for Teachers held on 7 March 2017.

**5 RESULTS OF THE STATUTORY CONSULTATION ON A PROPOSAL TO  
RELOCATE THE CHOICES PROGRAMME, WITHIN A WIDER SCHOOL  
SUPPORT SERVICE, TO NEW PREMISES IN THE VACANT JAMESTOWN  
PRIMARY SCHOOL BUILDING, JAMESTOWN 7 – 20**

Submit report by the Chief Education Officer informing of the outcome of the statutory consultation process on a proposal to relocate the Choices Programme, within a wider school support service, to new premises in the vacant Jamestown Primary School building, Jamestown.

**6 RESULTS OF THE STATUTORY CONSULTATION ON A PROPOSAL TO PLACE THE MANAGEMENT OF GAVINBURN EARLY LEARNING AND CHILDCARE CENTRE UNDER THE MANAGEMENT AND LEADERSHIP OF THE HEADTEACHER OF GAVINBURN PRIMARY SCHOOL**

**21 – 33**

Submit report by the Chief Education Officer informing of the outcome of the statutory consultation process on a proposal to place the management of the Gavinburn Early Learning and Childcare Centre (ELCC) under the management and leadership of the Headteacher of Gavinburn Primary School.

**7 ONLINE PAYMENTS SYSTEM FOR SCHOOLS (To Follow)**

Submit report by the Chief Education Officer seeking approval to procure an online school payment system as an option for parents and carers to make online payments for their children's school meals, trips, and other costs.

**8 STRATEGY TO RAISE ATTAINMENT AND ACHIEVEMENT IN WEST DUNBARTONSHIRE – UPDATE (To Follow)**

Submit report by the Chief Education Officer providing an update on activity and progress with regard to implementing West Dunbartonshire's Strategy to Raise Attainment and Achievement.

**9 PUPIL EQUITY FUNDING, 2017-18 (To Follow)**

Submit report by the Chief Education Officer informing of the plans to spend the Pupil Equity Funding received by West Dunbartonshire schools, and proposing how progress with the delivery of Pupil Equity Funding projects should be reported to the Educational Services Committee.

**10 EARLY LEARNING AND CHILDCARE IMPLEMENTATION 1140 HOURS PROGRESS, A VISION FOR EARLY LEARNING AND CHILDCARE IN WEST DUNBARTONSHIRE (To Follow)**

Submit report by the Chief Education Officer advising of the progress with West Dunbartonshire Council's expansion of Early Learning and Childcare (ELC) provision and providing an update in relation to local and national developments.

**11      EDUCATION, LEARNING & ATTAINMENT DELIVERY PLAN 2017/18  
(To Follow)**

Submit report by the Chief Education Officer presenting the 2017/18 Delivery Plan and the year-end progress report on the actions in the 2016/17 Delivery Plan.

**12      2017-2018 – TEACHER RECRUITMENT AND RETENTION  
(To Follow)**

Submit report by the Chief Education Officer providing an update on the recruitment and retention procedures used to ensure that the projected workforce requirement across education sectors will be met for 2017-2018.

**13      WORKING WELL TOGETHER – ATTENDANCE MANAGEMENT: ANNUAL  
PERFORMANCE 2016/17  
(To Follow)**

Submit report by the Strategic Lead – People and Technology advising on attendance levels across the Council for 2016/17 and providing a breakdown of absence performance by Strategic Lead area.



**WEST DUNBARTONSHIRE COUNCIL**

**Report by the Chief Education Officer**

**Education Services Committee: 14 June 2017**

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**Subject: Results of the statutory consultation on a proposal to relocate the Choices Programme, within a wider school support service, to new premises in the vacant Jamestown Primary School building, Jamestown**

**1. Purpose**

- 1.1** The purpose of this report is to inform Committee of the outcome of the statutory consultation process on a proposal to relocate the Choices Programme, within a wider school support service, to new premises in the vacant Jamestown Primary School building, Jamestown

**2. Recommendations**

- 2.1** The Committee is asked to:

- a) note the outcome of the consultation process; and
- b) approve the proposal to relocate the Choices Programme, within a wider school support service, to new premises in the vacant Jamestown Primary School building, Jamestown

**3. Background**

- 3.1** At its meeting on 21 December 2016, the Educational Services Committee agreed that stakeholders should be consulted under the terms of the Schools (Consultation) (Scotland) Act 2010, as amended in 2014, on a proposal to relocate the Choices Programme, within a wider school support service, to new premises in the vacant Jamestown Primary School building, Jamestown.
- 3.2** The Choices Programme is designated as a special school, and operates as an alternative education placement for secondary aged pupils. These pupils require additional support to address social, emotional and/or other vulnerabilities and have been assessed as benefiting from a smaller, more nurturing learning environment with a more vocationally based curriculum.
- 3.3** The Choices Programme is currently based within the Skypoint building (the former Faifley Primary building) in Faifley. It caters for up to 24 pupils on a full-time basis with approximately 6 part-time placements available to support pupils who are continuing in their secondary school but who require additional specialist education support.

The Choices Programme has been located within the Skypoint building for the past 14 years and has been successful in supporting young people to remain within education locally and to develop the skills necessary to move on to a positive destination. The facility to place young people within a Council-managed local provision outwith mainstream in order to complete their education allows the authority to fulfil its obligations to young people with additional support needs, and contributes to our ability to provide a continuum of resources locally. It provides a specialist part-time and full-time setting for secondary aged pupils who are particularly vulnerable and are experiencing social and/or emotional difficulties.

- 3.4** It has been clear for a number of years that the effect of the poor and limited physical environment in Skypoint has been limiting the work undertaken by and development of The Choices Programme. The building requires repairs and further improvements in order to create a suitable and appealing learning environment for young people and an appropriate working environment for staff. Rain has been coming through the roof and the plastic windows have deteriorated to the point where they are now opaque. In January 2010 the technical workshop which provided much of the practical and vocational aspects of the curriculum was deemed unfit for use on health and safety grounds, resulting in a loss of all mechanical and technical subjects with the exception of painting and decorating.
- 3.5** In view of the concerns regarding the state of the building and the limitations in terms of the teaching and learning environment, work has been undertaken to review other options for relocating the Choices Programme. The preferred option, progressed to consultation, is for the Choices programme to relocate to the Jamestown Building. The building, with appropriate refurbishment, would provide a more attractive and flexible learning environment for the delivery of both academic and vocational courses in line with Curriculum for Excellence.

#### **4. Main Issues**

##### Consultation Process

- 4.1** Committee agreed on 21 December 2016 to a consultation commencing on 16 January 2017 and running until 9 March 2017. This online consultation process was supported by a public meeting on 9 February 2017 and ongoing engagement with employees.

##### Consultation Responses

- 4.2** A total of 5 people responded to the online consultation on the proposal. Only 2 of the respondents noted an association with the Choices programme, with the remaining 3 identifying a general response. A summary analysis of responses can be found at appendix 1. All of the 5 respondents identified as a West Dunbartonshire resident rather than as a parent, pupil or staff member of either the Choices Programme or Jamestown Primary School.



- 4.3** Of the 5 respondents, 1 person supported the proposal (20%) and 4 did not (80%). When asked why they did or did not support the proposal those not in favour submitted concerns about the potential excessive travel for a number of Choice's pupils given the physical location of the Jamestown campus, and the impact this may have on increased travel costs for all involved.

#### Consultation Meetings

- 4.4** A key element of the statutory consultation involved a public meeting, held in Jamestown Primary School on 9 February 2017. The meeting was attended by 10 individuals. At this meeting the key discussion topics related to understanding more about the young people who are supported by the Choices programme, concerns around increased travel and disruption, the opportunities for links to local provisions such as Haldane Youth Services, and an understanding of the types of activities likely to be offered if the proposal is implemented.
- 4.5** Of the 10 people in attendance at the public meeting, no-one identified as a parent or carer affected by this proposal. There was an equal split between support and opposition to the proposal. Assurance was given to those with concerns and more detail given, in general terms, about reasons young people may access choices and what supports and opportunities are on offer through the programme. It was also stressed that relocation gives an opportunity to expand the variety of learning opportunities on offer to make these available more widely across the pupil population where it is requested.
- 4.6** Attendees were also reminded that Jamestown Primary School was bequeathed to the Authority for use as an educational establishment. The relocation of the Choices programme allows the continued use of the building, rather than it falling into disuse.
- 4.7** This public consultation meeting was followed by a staff session on 28 February 2017. Staff in attendance sought reassurance that the physical space in the building would be sufficient and suitable as a learning environment for secondary aged pupils. Following discussions on this all those in attendance were supportive of the proposal.

#### Education Scotland Evaluation

- 4.8** Education Scotland also prepare a report on the consultation, providing an independent and impartial consideration of the proposal, considering the likely effects of the proposal and the educational benefits anticipated by Council if the proposal is progressed.
- 4.9** To compile the report Education Scotland attend the public consultation meeting, consider all documentation provided to support the proposal and visit the sites detailed in the proposal – Skypoint and Jamestown Primary School in this case.

- 4.10** From this Education Scotland have concluded that the proposal to relocate the Choices Programmes from its current premises in Faifley to refurbished accommodation in the Jamestown Primary School building is of clear educational benefit. The report prepared by Education Scotland (appendix 2) states that the proposal is welcomed by stakeholders, who feel strongly that the relocation will provide a much improved environment for learning.
- 4.11** Education Scotland in their report suggest that Council provide more detail on the arrangements to be put in place should Early Years provision continue to be required in the linked facility in Jamestown. This will be taken forward by the Chief Education Officer in delivery of the Early Years Strategy.

### Conclusion

- 4.12** The low number of responses to the online consultation make it difficult to summarise a community view for the proposal as outlined in this report, with only 5 responses received. However there has been a high degree of support for the proposal from stakeholders of Choices, as detailed in the Education Scotland report at appendix 2.
- 4.13** The comparatively low level of responses received to the consultation carried out online and low turnout at the public meeting on this proposal is telling. This suggests that feelings are not particularly strong on this issue with only general issues raised about the potential for increased travel for young people attending Choices. It is important to note that no one responding to the consultation or in attendance at the public meeting identified as a parent, carer or pupil of the Choices Programme.
- 4.14** As detailed in the consultation paper there are a significant number of education benefits likely to arise from this proposal. The pupils of Choices will benefit from learning in an environment which is much improved; moving from a C rated building to a category B. Amenities and standards within the building and the surrounding grounds will be modern and more appropriate to 21<sup>st</sup> Century learning and teaching.
- 4.15** The educational benefits of the proposal have been recognised and endorsed by Education Scotland. While the consultation response suggests a lack of support the very low response rate must be considered and balanced by feedback presented by Education Scotland. Therefore it is recommended that Committee members approve the proposal to relocate the Choices Programme from Faifley to Jamestown.

## **5. People Implications**

- 5.1** Consultation with these staff groups indicates a positive response to the relocation. Staff will be supported in line with the excess travel scheme.

## **6. Financial and Procurement Implications**

- 6.1** The current budget for the Choices Programme includes £41,830 per year rent for the accommodation within Skypoint. While the refurbishment budget is set at £750,000 the rent currently paid to The Leisure Trust would be an ongoing saving, once operating costs of the new facility are deducted. Funding for the refurbishment is from a stand-alone Capital Bid, previously agreed.
- 6.2** The programme within Choices will continue to be delivered within the current budgetary provision.

## **7. Risk Analysis**

- 7.1** If the Council is unable to allocate appropriate accommodation for the Choices Programme there is a risk that the support to potentially 24 young people on a full time basis and 6 on a part time basis, will require to be purchased from an external provider.
- 7.2** In order to relocate the Choices Programme to the Jamestown building, that accommodation requires to be vacated by the existing primary school. This is dependent on the new build of the Balloch campus adhering to the present schedule.

## **8. Equalities Impact Assessment (EIA)**

- 8.1** All of the young people whose needs are met through the Choices Programme would be considered to have additional support needs. The proposals are to enhance the quality of the service provided to these groups of young people and therefore the proposals can be seen to have a positive impact in terms of the quality.

## **9. Consultation**

- 9.1** Consultation has taken place as detailed throughout the report in line with the requirements of the Schools (Consultation) (Scotland) Act 2010 as amended in 2014.

## **10. Strategic Assessment**

- 10.1** This report reflects the Council's aspiration to the following strategic priorities for 2012 – 2017:
- Improve economic growth and employability;
  - Improve life chances for children and young people.

Laura Mason  
Chief Education officer  
Date: 20 April 2017

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**Person to Contact:** Laura Mason, Chief Education Officer  
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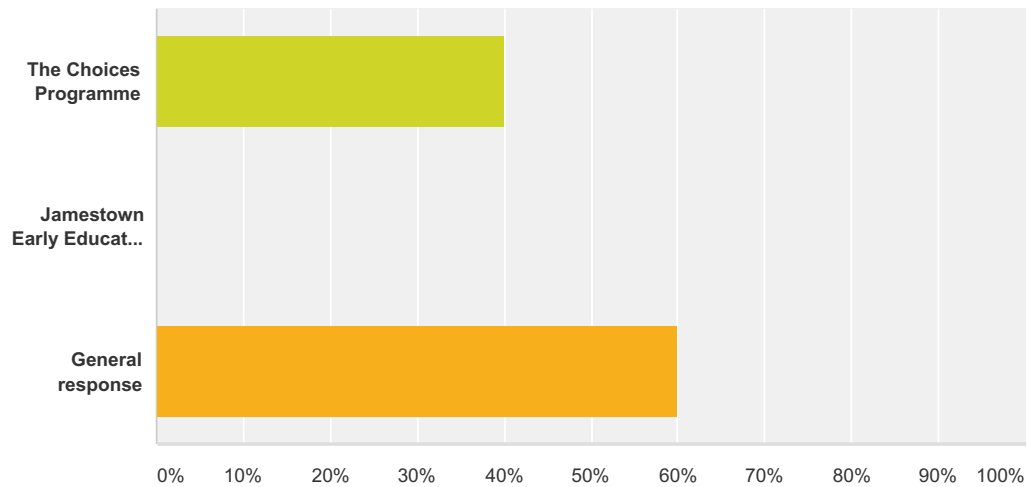
**Appendices:** Appendix 1 – Consultation response summary  
Appendix 2 – Education Scotland response

**Background Papers:** None

**Wards Affected:** All

## Q1 Are you answering in relation to:

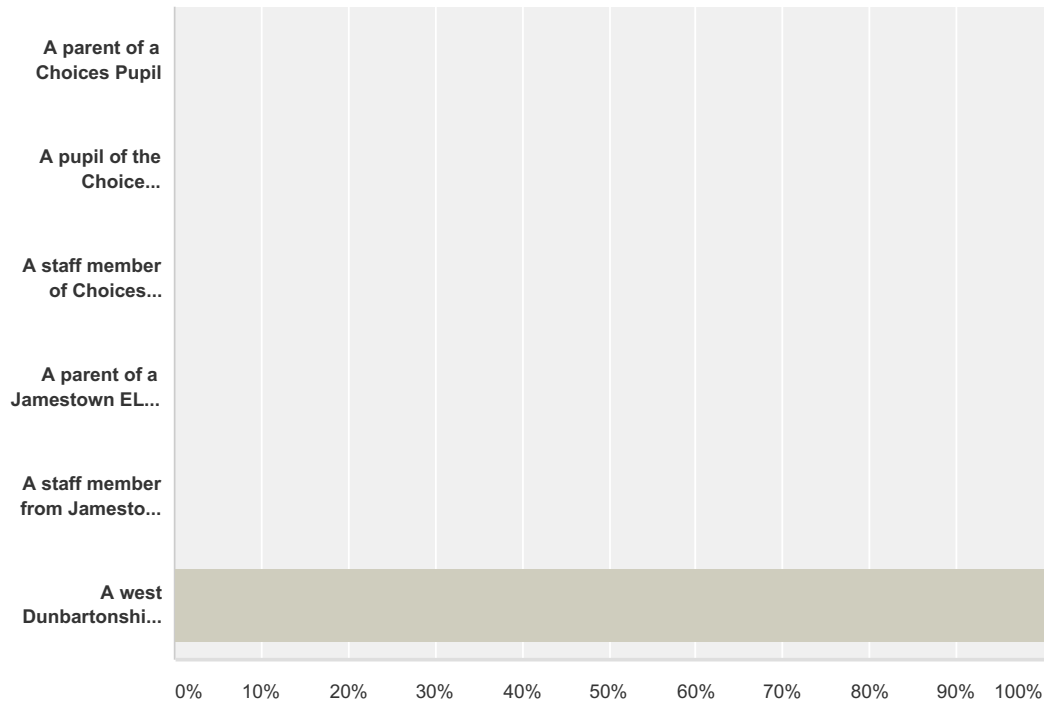
Answered: 5 Skipped: 0



Answer Choices	Responses	
The Choices Programme	40.00%	2
Jamestown Early Education & Childcare Centre	0.00%	0
General response	60.00%	3
Total Respondents: 5		

## Q2 Are you answering as:

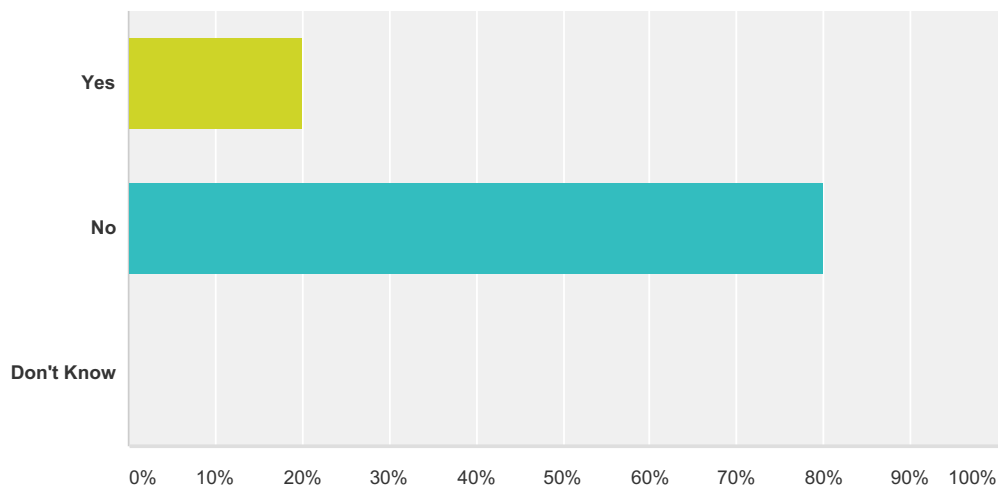
Answered: 5 Skipped: 0



Answer Choices	Responses
A parent of a Choices Pupil	0.00% 0
A pupil of the Choice Programme	0.00% 0
A staff member of Choices Programme	0.00% 0
A parent of a Jamestown ELCC pupil	0.00% 0
A staff member from Jamestown ELCC	0.00% 0
A west Dunbartonshire Resident	100.00% 5
<b>Total Respondents: 5</b>	

**Q3 West Dunbartonshire Council is proposing, subject to the outcome of the consultation process, to relocate The Choices Programme from the Skypoint Building in Faifley to the vacated Jamestown Building in Alexandria. The new campus would open as soon as possible after the completion date of the new Balloch Campus. Do you agree with these proposals?**

Answered: 5 Skipped: 0



Answer Choices	Responses	
Yes	20.00%	1
No	80.00%	4
Don't Know	0.00%	0
<b>Total</b>		<b>5</b>

**Q4 Do you have any other comments to make on the proposals as detailed in the question above?**

Answered: 4 Skipped: 1



**Report by Education Scotland addressing educational aspects of the proposal by West Dunbartonshire Council to relocate The Choices Programme from the Skypoint Building in Faifley to the vacated Jamestown Primary Building in Alexandria.**

## **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 West Dunbartonshire Council's proposal to relocate The Choices Programme. 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 centre; any other users; 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 Thursday 9 February 2017 in connection with the council's proposals;
- 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

- visits to the sites of The Choices, Skypoint Building, Faifley, and Jamestown Primary School, Alexandria and Jamestown Early Learning and Childcare Centre, Alexandria including discussion with relevant consultees.

## **2. Consultation Process**

2.1 West Dunbartonshire Council undertook the consultation on its proposal(s) with reference to the *Schools (Consultation) (Scotland) Act 2010* and the amendments in the *Children and Young People (Scotland) Act 2014*.

2.2 The consultation period ran from Monday 16 January until Friday 10 March 2017. A public meeting was held in Jamestown Primary School on Thursday 9 February 2017 in connection with the proposal. Adverts pertaining to the proposal were placed in local print media and notices displayed in relevant council buildings. The proposal document was made available to a range of key consultees, published on the council's website and made available at relevant educational establishments. There were a total of five responses to the consultation with four being against the move and one being in favour. None of the respondents identified as being a parent or carer of a young person currently attending The Choices Programme. The main concerns related to the increased distance that young people would have to travel to access the new site and the increase in the associated costs to young people and their families of that travel. A total of ten people attended the public meeting where views were split between support for and opposition to the proposal. Again, none of those present at the meeting identified as being a parent or carer of a young person currently attending The Choices Programme. Those present at the meeting welcomed the potential benefits of stronger links and partnership working with the local Haldane Youth Service. Members of the local community sought more information and further clarification about the nature of The Choices Programme in terms of the rationale, function and the numbers of young people attending the provision. Following the public meeting, a further meeting took place with staff to discuss the early plans for the refurbished learning environment.

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

3.1 The current site of The Choices Programme is difficult to access and the building condition is poor. Due to significant investment in the council's school estate over the last few years, all other young people of secondary school age within the authority are being educated in new purpose built accommodation. The move to refurbished premises will allow for an annual rental saving for the Education Services budget. The new site offers ease of access from public transport supporting the centre's aim of encouraging and enabling independent travel for its young people. The move to refurbished accommodation following significant investment, which has already been approved by the council, will provide a more appropriate and motivating learning environment better suited to delivering a modern curricular experience. A fit-for-purpose industrial kitchen will support and facilitate improved learning opportunities which closely mirror the world of work. Classes for physical education will be able to be held on site. The improved space both inside and

outdoors will better support a richer social and curricular experience for all young people.

3.2 In considering the educational benefits outlined in the proposal, HM Inspectors believe that there are significant potential educational benefits for young people from the relocation of The Choices Programme to the refurbished premises at Jamestown Primary School.

3.3 Teaching and support staff are very positive about the proposal. The present building is in poor condition, overall, despite some refurbishments and some of the teaching spaces are shared with a neighbouring provision. With this lack of dedicated teaching space and with the existing limitations in both space and access to facilities, the current curriculum offer for young people is restricted. Presently, young people are unable to readily access outdoor learning space and are required to travel to access facilities for physical education which incurs additional costs and results in reduced time for learning. Staff are pleased about the level of consultation that has taken place with them about the proposed move and the opportunity they have had to influence the layout and design of the future refurbishment. Staff recognise the opportunity the proposed move provides, to increase the number of young people benefitting from the provision of a more bespoke educational experience should that be required. Potentially, there could be further opportunities to strengthen links with other secondary schools in work related learning, which on the current site would not be possible. The new setting could provide further opportunities to enhance young people's skills in enterprise and skills for life and work. It could further support partnership working which has not been possible on the current site given the ease of access to the Loch Lomond National Park and other facilities. Staff consider that the planned co-location of the Central Support Staff Team would be advantageous given the close proximity and ready access to additional specialist support and expertise. They understand the challenge and importance but welcome the opportunity of developing supportive relationships with the local community surrounding the proposed setting. Some staff are unclear whether the linked early year's facility at the refurbished site would continue to be required when the primary school moves to the new build campus facility in Balloch.

3.4 Young people are positive about the proposal, recognising the shortcomings and restrictions of their current accommodation. Parents who engaged with the process through contacting the council expressed a desire to ensure that following the move to a new site, The Choices Programme maintain their strong links with West College Scotland to provide young people with the most appropriate opportunities to learn and achieve.

#### **4. Summary**

West Dunbartonshire Council's proposal to relocate The Choices Programme from its current premises in Faifley to refurbished accommodation in the Jamestown Primary School Building is of clear educational benefit. The council outlines the benefits for children well. The move to refurbished premises will allow staff to better meet the range of pupils needs through a broader curricular offer. The proposal is welcomed by key stakeholders. They feel strongly that the relocation to a refurbished building will provide a much improved environment for learning. In taking

the proposal forward the council should outline in more detail the arrangements that will be put in place should early year's provision continue to be required in the linked facility at the Jamestown Building.

**HM Inspectors**  
**Education Scotland**  
**March 2017**

**WEST DUNBARTONSHIRE COUNCIL****Report by the Chief Education Officer****Report to Educational Services Committee: 14 June 2017**

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**Subject: Results of statutory consultation on a proposal to place Gavinburn Early Learning & Childcare Centre under the management and leadership of the Headteacher of Gavinburn Primary School**

**1. Purpose**

- 1.1** The purpose of this report is to inform members on the outcome of the statutory consultation process on a proposal to place Gavinburn Early Learning and Childcare Centre (ELCC) under the management and leadership of the head teacher of Gavinburn Primary School.

**2. Recommendations**

- 2.1** The Committee is asked to:

- a) note the outcome of the consultation process; and
- b) approve the proposal to place Gavinburn ELCC under the management and leadership of the Headteacher of Gavinburn Primary school

**3. Background**

- 3.1** At its meeting on 1 March 2017, the Educational Services Committee agreed that stakeholders should be consulted under the terms of the Schools (Consultation) (Scotland) Act 2010, as amended in 2014, on a proposal to place Gavinburn ELCC under the management and leadership of the Headteacher of Gavinburn Primary School, commencing in academic year 2017/18.

**4. Main issues**

- 4.1** Educational Services Committee agreed on 1 March 2017 to a consultation commencing on 13 March 2017 and running until 5 May 2017. This online consultation process was supported by a public meeting on 21 March 2017 and a separate meeting with all staff.

Online Consultation Responses

- 4.2** A total of 8 people responded to the online consultation on the proposal. 6 of respondents (75%) associated with ELCC and the remaining respondents

associated with the primary school (1 respondent identified with both options). A detailed analysis of responses can be found at appendix 1.

- 4.3** Of these 8 individual responses, respondents identified as follows (3 people selected more than one category):

Parent (primary school)	50% (4 responses)
Parent (ELCC)	63% (5 responses)
Staff member (primary school)	0%
Staff Member (ELCC)	25% (2 responses)
Pupil	0%
A West Dunbartonshire Resident	25% (2 responses)

- 4.3** Of the 8 respondents, 38% supported the proposal and 62% were against the proposal. The low level of responses received on the consultation indicate that those affected by the proposed change may not see this as a significant issue.

#### Consultation Meetings

- 4.4** A key element of the statutory consultation involved a public meeting, held in Gavinburn Primary School on 21 March 2017. The meeting was attended by 6 individuals, including 3 ELCC / Primary School employees. At this meeting the key discussion topic was how positive parents and carers find current working arrangements between the ELCC and the primary school, with a desire to see this maintained and enhanced. A commitment was given that this new arrangement would consolidate and enhance the good practice already evident.
- 4.5** This public consultation meeting was followed by a staff session attended by officers from the ELCC and primary school. At this session discussion took place on current working relationships between the school and ELCC, and the benefits on all from strengthening this. There was also discussion about the desire to enhance the clerical support on offer and concerns about ensuring the appropriate catchment area for the establishment to ensure needs can be met.

#### Key Discussion Points

- 4.6** From the comments added to responses on the online consultation a number of key themes can be identified. In general respondents were very supportive of the current staff and partnership working in the ELCC and primary school, though similarly to other areas concerned about additional management burden on the head teacher. As in all proposals assurance has been given through meetings with parents, carers and staff members that the management team capacity for the campus will be enhanced through these proposals. As in previous consultations there is also a view that these proposals may relate to cost cutting, although assurance has been given

regarding the significant investment being made in early years provision across West Dunbartonshire.

#### Education Scotland response

- 4.7** As required by legislation, Education Scotland conducted its own enquiry into the educational benefits of the proposal. This can be found on the Education Scotland website and is attached to this report as appendix 2.
- 4.8** Education Scotland recognises that the proposal has educational benefit while also recognising that the responses received during the consultation were opposed to the proposal, with concerns raised about management capacity under new arrangements. They suggest that the Council should provide stakeholders with reassurance about the manageability of this workload.
- 4.9** The Education Scotland report also recognised that stakeholders expressed a view that the management of the centre and the quality of learning experiences of children could be diminished by the proposal. However, a visit carried out by Education Scotland indicated that a number of aspects of the quality of the centre had improved as a result of being part of the school. Stakeholders who met with HM Inspectors indicated strongly that the quality of transitions, children's access to school resources and the collaboration of staff have all improved since October 2016.
- 4.10** During the Education Scotland visit to Gavinburn ELCC a few nursery parents expressed concern that members of the school management team might not be as readily accessible on a daily basis as the Council moves forward with the new arrangement. They also expressed a desire to see more information about the permanent arrangements for enhanced staffing allocations for the school which are indicated within the proposal. A temporary arrangement is in place at present and this has brought about gains to children's learning experiences and transitions.
- 4.11** Overall, Education Scotland state that West Dunbartonshire Council's proposal to place the management of Gavinburn Early Learning and Childcare Centre under the headteacher of Gavinburn Primary School is of sound educational benefit in terms of continuity and progression for children's learning. They highlight that the proposal will increase children's access to a teacher and, importantly, continue to improve and enrich the quality of transitions for children and their families.
- 4.12** Education Scotland recommend that, within its final proposal and in moving forward, the council should provide reassurance and clarification to these stakeholders over the arrangements for enhanced staffing at the early level, career progression, the professional learning of staff and the manageability of the workload for the headteacher and administrative staff. This will be done through ongoing engagement with parents, carers and employees.

## **5. People Implications**

- 5.1** To move under the management of the Head Teacher will result in the introduction of a Lead ELC officer role rather than a Head of Centre. There will also be additional responsibility for the Head Teacher, reflected in job sizing and additional temporary support by way of additional management time for a Principal Teacher.
- 5.2** As reported previously the head teacher of the ELCC has recently retired, meaning that there is no incumbent impacted negatively by this proposal.

## **6. Financial and Procurement Implications**

- 6.1** A favourable budgetary consequence will be delivered from placing the management of Gavinburn Early Learning & Childcare Centre under the headteacher of Gavinburn Primary school. If the proposal is agreed and implemented this favourable position will be accounted for in the 2018/19 budget.

## **7. Risk Analysis**

- 7.1** This proposal supports delivery of the overall strategy for Early Years locally. Failure to review early years provision in West Dunbartonshire in light of national education and childcare developments and in light of recruitment and retention problems could result in a reduction in the quality of education and childcare provided.
- 7.2** Educational Services' internal quality assurance procedures will be used to monitor the revised arrangements if implemented to ensure that the quality of educational and childcare provision is of high quality. Education Scotland and the Care Inspectorate will continue to provide robust external assessment against national standards.

## **8. Equalities Impact Assessment (EIA)**

- 8.1** This proposal has been screened. No negative impacts have been identified thus far for any protected characteristic.

## **9. Consultation**

- 9.1** Consultation has taken place as detailed throughout the report in line with the requirements of the Schools (Consultation) (Scotland) Act 2010 as amended in 2014.
- 9.2** It should be noted that there has been a change to the legislation, following the launch of the consultation, meaning that future proposals related to the management of ELCCs within the leadership of the Head Teacher of a primary school will no longer be subject to statutory consultation.



## 10. Strategic Assessment

**10.1** This report reflects the Council's aspiration to the following strategic priorities for 2012 – 2017:

- Improve economic growth and employability;
- Improve life chances for children and young people.

Laura Mason  
Chief Education officer  
Date: 23 May 2017

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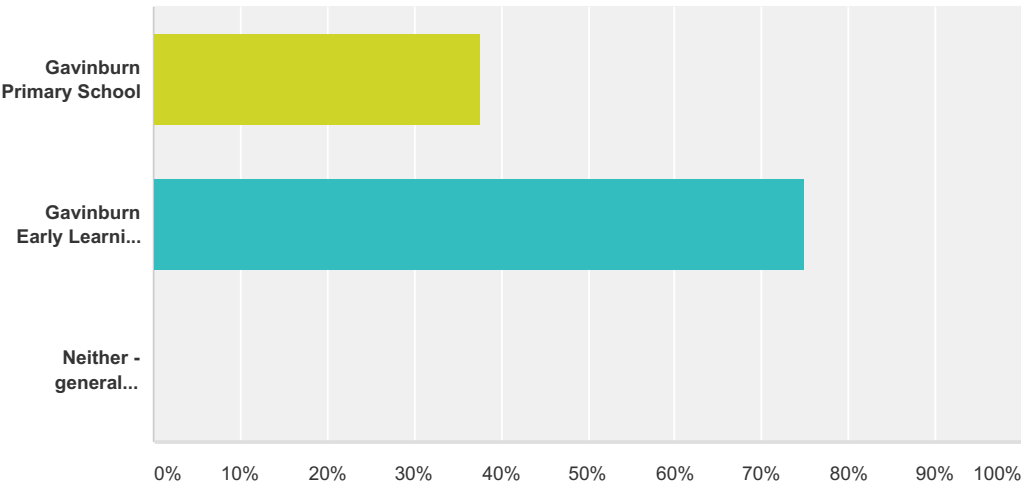
<b>Person to Contact:</b>	Laura Mason, Chief Education Officer Tel: 01389 737304 E-mail: <a href="mailto:Laura.Mason@west-dunbarton.gov.uk">Laura.Mason@west-dunbarton.gov.uk</a>
<b>Appendices:</b>	Appendix 1 – Consultation response summary Appendix 2 – Education Scotland response
<b>Background Papers:</b>	<a href="#"><u>Education Services Committee 24 August 2016 – Item 6 Delivering Excellence and Equity in Scottish Education: A delivery plan for Scotland, Scottish Government, June 2016</u></a>
<b>Wards Affected:</b>	Wards 5 – Clydebank Central



Appendix 1

Q1 Are you answering in relation to:

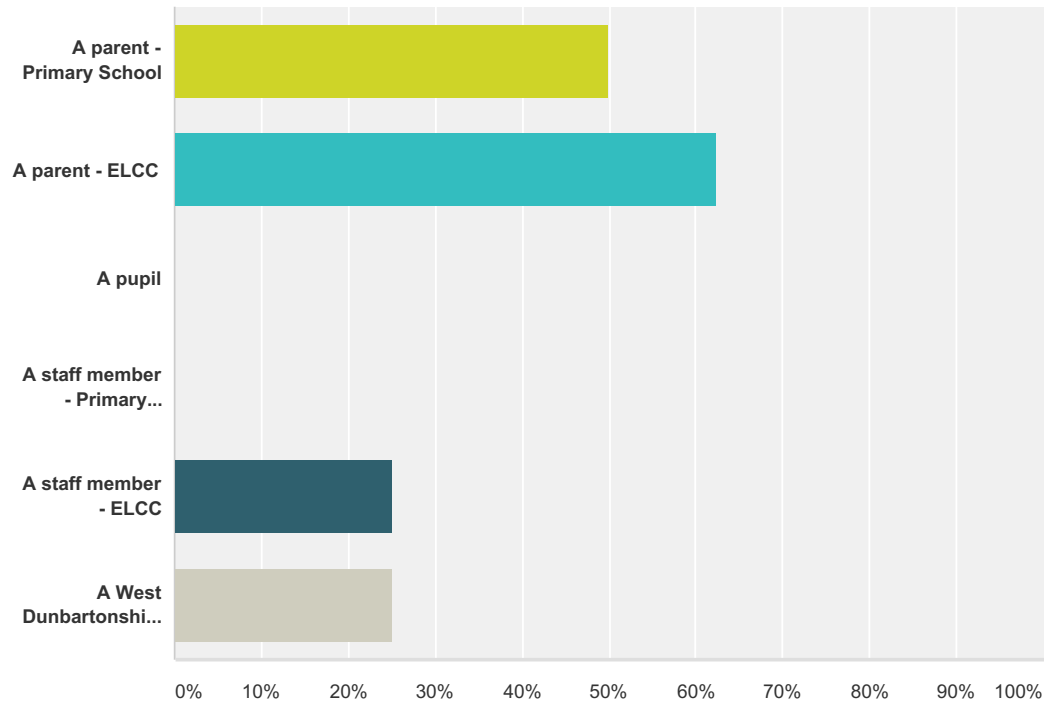
Answered: 8 Skipped: 0



Answer Choices	Responses	
Gavinburn Primary School	37.50%	3
Gavinburn Early Learning & Childcare Centre	75.00%	6
Neither - general response	0.00%	0
Total Respondents: 8		

Q2 Are you answering as:

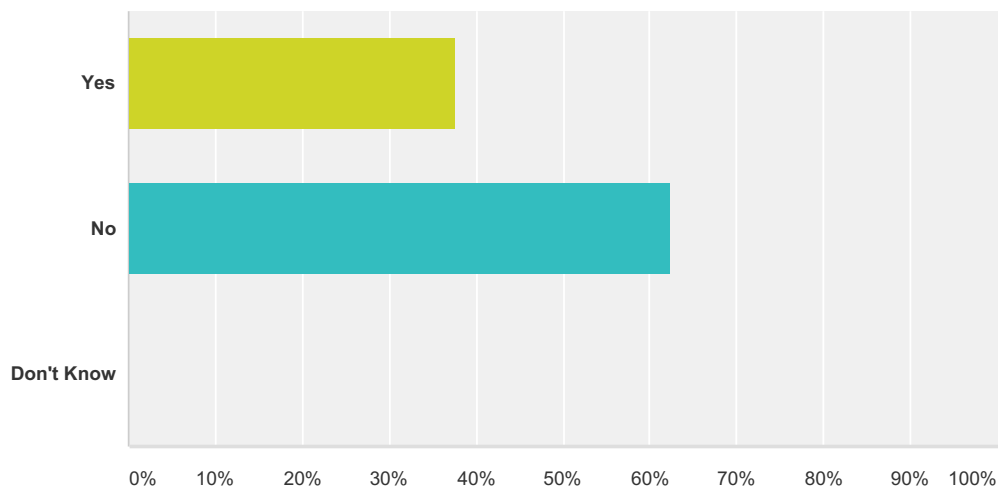
Answered: 8 Skipped: 0



Answer Choices	Responses	
A parent - Primary School	50.00%	4
A parent - ELCC	62.50%	5
A pupil	0.00%	0
A staff member - Primary School	0.00%	0
A staff member - ELCC	25.00%	2
A West Dunbartonshire resident	25.00%	2
Total Respondents: 8		

**Q3 West Dunbartonshire Council is proposing:-to place the management of Gavinburn Early Learning & Childcare Centre under the head teacher of Gavinburn Primary School- the new arrangements will come into force in academic year 2017/18Do you agree with these proposals?**

Answered: 8 Skipped: 0



Answer Choices	Responses	
Yes	37.50%	3
No	62.50%	5
Don't Know	0.00%	0
<b>Total</b>		<b>8</b>

**Q4 Do you have any other comments to make on the proposals as detailed in the question above?**

Answered: 8 Skipped: 0

**Report by Education Scotland addressing educational aspects of the proposal by West Dunbartonshire Council to transfer the management of Gavinburn Early Learning and Childcare Centre to Gavinburn Primary School.**

## **1. Introduction**

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 West Dunbartonshire's proposal to transfer the management of Gavinburn Early Learning and Childcare Centre to Gavinburn Primary School. 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.

### **1.1 HM Inspectors considered:**

- the likely effects of the proposal for children and young people of the school and early learning and childcare centre; any other users; 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.

### **1.2 In preparing this report, HM Inspectors undertook the following activities:**

- 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
- visits to the site of Gavinburn Early Learning and Childcare Centre and Gavinburn Primary School, including discussion with relevant consultees.

## **2. Consultation Process**

2.1 West Dunbartonshire 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*.

2.2 The consultation period began on 13 March 2017 and ran until 5 May 2017. During this period, a public meeting was held in Gavinburn Primary School on 21 March 2017. The meeting was attended by six stakeholders, three of whom were members of staff. A council online survey about the proposal resulted in eight responses from members of the public and council staff. The majority of the respondents opposed the proposal for reasons including, alleged cost-cutting by West Dunbartonshire Council, additional workload for the primary school headteacher and concerns over the quality of experience for children under five years of age.

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

3.1 West Dunbartonshire Council's proposal to transfer the management of Gavinburn Early Learning and Childcare Centre to Gavinburn Primary School does have sound educational benefits. The headteacher of Gavinburn Primary School has had temporary overall governance of the centre since October 2016. Since then, she and her school colleagues have been highly visible and accessible to parents. The proposal will continue to enhance transitions for children and their families. These arrangements have improved significantly since the centre became part of the school. The council rightly outlines its aspiration for greater collaboration between staff having the potential to continue to improve the continuity of learning and teaching across the early level of Curriculum for Excellence for children in the centre and at P1.

3.2 Only a small number of stakeholders responded to the questionnaire. The majority who responded to the online survey oppose the proposal, overall. They expressed concern about the additional workload for a headteacher who runs a busy school. The council will need to provide stakeholders with reassurance about the manageability of this workload within its final proposal. Stakeholders also expressed a view that the management of the centre and the quality of learning experiences of children could be diminished by the proposal. However, a visit carried out by Education Scotland indicated that a number of aspects of the quality of the centre had improved as a result of being part of the school. Stakeholders who met with HM Inspectors indicated strongly that the quality of transitions, children's access to school resources and the collaboration of staff have all improved since October 2016. However, a few nursery parents were concerned that members of the school management team might not be as readily accessible on a daily basis as the council moves forward with the new arrangement. They also expressed a justifiable need for more information about the permanent arrangements for enhanced staffing allocations for the school which are indicated within the proposal.

3.3 Staff in the centre and primary school who met with HM Inspectors are positive, overall, about the proposal. They can see benefits for children in working seamlessly across the early level of Curriculum for Excellence. They would like



more clarification about the arrangements for the enhanced staffing allocation within the school. A temporary arrangement is in place at present and staff feel this has brought about gains to children's learning experiences and transitions. Staff would also like clarification about career progression and professional learning as the proposal will bring about changes to the management structure within the centre. The council will need to provide reassurance to them about management structures, workload and professional learning within the final proposal. Children who met with HM Inspectors are very positive about the proposal. They spoke enthusiastically about the improvements for young children, with regard to transition arrangements, involvement in wider school activities and the use of school resources. They also highlighted the benefit to parents of having earlier contact with school staff and how this could help with family engagement and children's learning.

#### **4. Summary**

Overall, West Dunbartonshire Council's proposal to place the management of Gavinburn Early Learning and Childcare Centre under the headteacher of Gavinburn Primary School is of sound educational benefit in terms of continuity and progression for children's learning. If implemented, the proposal will increase children's access to a teacher and, importantly, continue to improve and enrich the quality of transitions for children and their families. Proportionately, the number of respondees to the consultation was very low. However, the concerns raised by staff and other stakeholders are justified. Within its final proposal and in moving forward, the council should provide reassurance and clarification to these stakeholders over the arrangements for enhanced staffing at the early level, career progression, the professional learning of staff and the manageability of the workload for the headteacher and administrative staff.

**HM Inspectors  
Education Scotland  
May 2017**