

## Proposed Changes in Proposal Paper

## Current Criteria and Proposed Changes in rank order of priority

| Current Criteria  | No. | Proposed Criteria  | Comment   |
|---|-----|--|---|
| Children who are resident within West Dunbartonshire  | 1   | Children residing within the West Dunbartonshire   | <i>There is no change to this criteria and priority will always be given to children residing within the West Dunbartonshire area, and they are assessed on the detailed criteria.</i>  |
|   | 2   | In relation only to denominational schools, those children/young people who have been baptised in the Roman Catholic (RC) Church and whose parents/carer have the same religious beliefs as the school   | <i>This is a new criteria and supports families who can evidence their commitment to the denominational school. It does not exclude parents from making a placing request to the denominational school it just means priority will be given where the same religious beliefs as the school can be demonstrated.</i> |
| Cases which include medical grounds supported by the family doctor and by the Community Paediatrician | 3   | Children with relevant medical conditions who require facilities or support available only in the requested school. All applications under this category should be supported by documentary evidence provided by your/family doctor and the community paediatrician. | <i>The criteria has been expanded to clarify to parents that the medical condition relates to the child and that they need to demonstrate that the support required can only be provided at the placement school.</i>   |
| Children who have older siblings in the school.   | 4   | Children who have siblings already in the school and who will continue to attend the school for the session the application is being made. The number of siblings at the school will be taken into consideration.  | <i>This criteria is already in place and supports families with more than one child/young person already in the school. The criteria has been expanded and multiple siblings will be given higher consideration.</i>  |

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| Single parent families, where, for example, proximity of school to the parent's place of work would be advantageous for the care and well-being of the child | 5 | Children from single-parent families where, for example, proximity of school to the parent's place of work/study would be advantageous for the care and well-being of the child. | <i>The criteria is already in place, however it has been widened to include situations where the single parent is studying rather than just their place of work.</i>                        |
| Distance between home and school; and  | 6 | Travel distance from home to school by a suitable walking route. Those living closest to the school ranking highest  | <i>This criteria caused confusion with some parents who believed this meant priority was given to those furthest from the school and the criteria has been reworded to provide clarity.</i> |
| The suitability of particular teaching methods to the child's needs of the availability of subjects which he/she was previously studying.                    | 7 | Suitability of particular teaching methods to the child's needs or the availability of subjects which he/she was previously studying.  | <i>This criteria remains unchanged.</i>   |
|  | 8 | Children/young people from outside West Dunbartonshire (priority in order of categories 2-7)   | <i>Only after children/young people resident within West Dunbartonshire are considered would we consider children outside the area.</i>   |

### Current process and proposed change to Ballot Process

| Current Process  | Proposed Process   | Comment   |
|--|--|---|
| <p>If all the requests which may be granted or refused in terms of the priorities for admission have been dealt with and there remains an excess of placing requests over places to be filled, the Executive Director will arrange to have the available places determined by lot.</p> | <p>The criteria will be applied in the order shown above. If, for any category, the number of requests exceeds the number of places available the next succeeding criteria will be used to prioritise those requests until all priority criteria have been exhausted. If, after this process, there are still more placing requests than places available a ballot will be held to allocate the places available. The ballot will be organised by the Senior Education Officer, with parents being notified of the arrangements for the ballot, and invited to attend.</p> | <p><i>Process would be changed to ensure parents were aware in advance that there were more requests than places available and that a ballot would be undertaken.</i></p> |

### Current process and proposed change to providing documentation when moving house during term time into catchment area

| Current Documentation   | Proposed Documentation  | Comment   |
|---|---|---|
| <p>You will need your child's original birth certificate, and council tax notice as proof of residency.</p> | <p>If you move house during term time you can register your child at their new catchment school at any time. Contact the school direct for information on enrolment. You need to provide proof that you now live in the area, and places will not be allocated until the child is resident within the property and we ask that you provide the child's birth certificate and at least 2 proofs of residence which must include:</p> <ul style="list-style-type: none"> <li>• council tax notice for the property, or proof that you have registered for council tax at that property, and</li> <li>• mortgage statement for address or solicitor's letter confirming missives have been concluded, or a rent book for rented property, or a tenancy agreement.</li> </ul> <p>You must provide original documents and not copies and supporting evidence will be checked for accuracy.</p> | <p><i>The proposed change is to provide clarity on the documents required to demonstrate proof of residency, legal guardianship and a statement to clarify that a check will be undertaken.</i></p> |

