

FIFE COUNCIL – EDUCATION & CHILDREN'S SERVICES

**CONSULTATION REPORT ON THE
PROPOSAL TO REZONE THE SECONDARY
CATCHMENT AREAS OF BELL BAXTER
HIGH SCHOOL AND MADRAS COLLEGE**

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1.0 Background to the Proposal

- 1.1 Balmerino Primary School is an associated primary school for Madras College.
- 1.2 However, currently, a section of the Balmerino Primary School catchment area is contained within the Bell Baxter High School catchment area.
- 1.3 The area within the Bell Baxter catchment is that associated with the former Rathillet Primary School catchment area, which was not rezoned from Bell Baxter High School to Madras College at the time of the Rathillet Primary School closure in April 2014. At the time of formulating a proposal to close Rathillet Primary School, the proposal document did not include a proposal to rezone the secondary school catchment area.
- 1.4 Since the closure of Rathillet Primary School, pupils living within the former Rathillet Primary School catchment area and who are enrolled within Balmerino Primary School have been afforded the opportunity to attend either Bell Baxter High School or attend Madras College (along with the cohort of P7s from Balmerino) at entry to S1.
- 1.5 This arrangement is untenable in the longer term and consideration is required of whether the catchment area should be rezoned to ensure all pupils in the one primary school community are also incorporated within the same secondary school community.

2.0 Summary of the Proposal

- 2.1 The statutory consultation process was undertaken in respect of the proposal, to:
- rezone the catchment area of Bell Baxter High School from 30 June 2023
 - rezone the catchment area of Madras College from 30 June 2023.
- 2.2 A copy of the full consultation proposal is contained in Appendix A.

3.0 The Consultation Process

- 3.1 The consultation process was undertaken in terms of the Schools (Consultation) (Scotland) Act 2010. A proposal paper was published on 5 October 2022, which included an educational benefits statement. The relevant consultees included: the parents/carers of pupils attending the following primary and secondary schools; parents of pupils expected to attend these schools within 2 years (current P4-P7); pupils of these schools and staff members, the parent council of any affected school, trade union representatives, Community Councils, Community Planning Partnerships. Although not a statutory consultee, the constituency MP, MSPs and elected members were also advised of the consultation.
- Bell Baxter High School
 - Auchtermuchty Primary School
 - Balmullo Primary School
 - Castlehill Primary School
 - Madras College
 - Balmerino Primary School
 - Canongate Primary School
 - Guardbridge Primary School

- Ceres Primary School
- Craighrothie Primary School
- Dairsie Primary School
- Dunbog Primary School
- Falkland Primary School
- Freuchie Primary School
- Kettle Primary School
- Kilmaron School
- Ladybank Primary School
- Letham Primary School
- Newburgh Primary School
- Pitlessie Primary School
- Springfield Primary School
- Strathmiglo Primary School
- Kingsbarns Primary School
- Largoward Primary School
- Lawhead Primary School
- Leuchars Primary School
- Newport Primary School
- Strathkinness Primary School
- Tayport Primary School
- Wormit Primary School

3.2 The relevant consultees also included trade unions, community councils and other users of the schools. The relevant consultees were notified of the proposal by letter on Tuesday 4 October 2022 and by advertisement in the local newspapers, covering the towns associated with the catchment areas, week commencing 3 October 2022. The statutory period of consultation included the minimum requirement of 30 school days and ran from Wednesday 5 October 2022 until close of business on Thursday 1 December 2022. As all schools were closed to pupils on 26 November 2022, through strike action, any comments received by parents and carers on Friday 2 December 2022 have also been included in the report.

3.3 Section 7 of the 2010 Act requires, as part of statutory consultations on school organisation matters e.g. closures, establishments of new schools, changes to admission arrangements and catchment areas, that education authorities hold a public meeting.

3.4 The Education Service held two public meetings, one in each of the secondary schools, to allow parents/carers and interested parties an opportunity to attend and hear more about the proposal. The public meetings were held on:

- Monday 31 October 2022, at 6.00 -7.00 pm, at Madras College
- Thursday 10 November 2022, at 6.00 -7.00 pm, at Bell Baxter High School.

3.5 The Education Service was also able to offer a number of drop-in sessions which were advertised in the local newspapers, through school bag mail, within the proposal document and in posters displayed throughout associated primary schools and detailed in the statutory Consultation Notice. At these drop-in sessions there were a number of officers available to discuss the content of the proposal document within an informal setting. The advertised dates of these meetings were:

- Balmerino Primary School – Monday 31 October 2022 from 2.45-3.30 pm
- Madras College – Monday 31 October 2022 from 5.00-6.00 pm
- Balmerino Primary School – Thursday 10 October 2022 from 2.45-3.30 pm
- Bell Baxter High School – Thursday 10 October 2022 from 5-00-6.00 pm

- 3.6 Consultation with a small number of P4-P7 pupils from Balmerino Primary School, and with Bell Baxter High School and Madras College pupils was undertaken in individual school settings on the following days:
- Tuesday 1 November 2022 – Bell Baxter High School and Madras College
Thursday 10 November 2022 – Balmerino Primary School
- 3.7 These visits were facilitated by one Quality Improvement Officer and the Team Manager from Education Service for each of the sessions with pupils.
- 3.8 The proposal paper was sent to Education Scotland on Monday 17 October 2022. At the end of the statutory consultation period, Fife Council provided documents to Education Scotland, on Thursday 8 December 2022, including a summary of the written and oral representations received by Fife Council during the consultation, for the purpose of Education Scotland preparing a report on the proposal. The proposal document, Notice of Consultation, Blank Consultation Response Form and the Powerpoint from the public meetings were also included in the documents issued to Education Scotland on Thursday 8 December 2022. Education Scotland provided a draft report to Fife Council on Tuesday 20 December 2022 and a final report on Thursday 22 December 2022.
- 3.9 Fife Council has reviewed the proposal having regard to the written and oral representations received; the Education Scotland report and all other responses received, before preparing this Consultation Report. The report will be published in electronic and printed form. Notification of the publication of this Consultation Report will be given to all relevant consultees and the publication of this Consultation Report will be advertised. Opportunities will then be available for consultees and other interested parties to make representations to the elected members of Fife Council who will make the decision on whether to implement the proposal or not. The Cabinet Committee, on 9 March 2022, will consider the Consultation Report and be invited to decide on it. The decision of that Committee may be subject to internal governance procedures before it becomes final and, if necessary, will be considered by the Full Council of Fife Council.

4.0 Total Number of and Summary of Written Representations Received

- 4.1 In total, 45 written representations were received online. These comprised 45 completed Consultation Response Forms (some with detailed comments). No other written representations were received.
- 4.2 The Consultation Response Form was available online at [Rezone the catchment areas of Bell Baxter High School & Madras College | Fife Council](#) and in paper format at the 2 secondary schools and Balmerino Primary School. The paper copy was available on request at the 28 associated schools and in paper format at those addresses detailed on Page 2 of the proposal document. A copy is reprinted at Appendix 1.12 of Appendix A to this report.
- 4.3 The majority of respondents online were not in favour to the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College.

4.4 A summary of the online responses is given below and a further breakdown is provided within Appendix B:

| Summary of responses to online consultation | Number of respondents | No of Yes responses | % of total responses | No of No responses | % of total responses | No of Don't Know responses | % |
|---|-----------------------|----------------------------|----------------------|---------------------------|----------------------|-----------------------------------|-------------|
| Parents/carers | 43 | 11 | 24.5% | 30 | 67% | 2 | 4.5% |
| Pupils | 2 | 0 | 0.0% | 2 | 4% | 0 | 0.0% |
| Staff | 0 | 0 | 0.0% | 0 | 0.0% | 0 | 0.0% |
| Other interested parties | 0 | 0 | 0.0% | 0 | 0.0% | 0 | 0.0% |
| Total | 45 | 11 | 24.5% | 32 | 71% | 2 | 4.5% |

- **3** Parent/Carers identified themselves in the Consultation Form as a parent/ carer, pupil and a member of staff. For the purpose of recording their views, given the comments they shared, we have included their response as a Parent.
- **1** Parent/Carers identified themselves in the Consultation Form as a Parent/Carer and Member of Staff. For the purpose of recording their views, given the comments they shared, we have included their response as a Parent.
- **10** Parent/Carers identified themselves in the Consultation Form as a Parent/Carer and Pupil. For the purpose of recording their views, given the comments they shared, we have included their response as a Parent.
- **2** Pupils identified themselves in the Consultation Form as a Parent/Carer and Pupil. For the purpose of recording their views, given the comments they shared, we have included their response as a Pupil.

4.5 Summary of comments from the Consultation Response Forms

4.5.1 Those who indicated they did not support the proposal were asked at Section 3(a) – If NO, what are your reasons? There were 33 responses to this by parent/carers and pupils, which are repeated in full in Appendix C.

4.6 All respondents were asked at Section 3(b) for any other comments on the proposal they would like to make. There were 29 responses to this, which are repeated in full in Appendix C.

4.6.1 A summary of the comments from sections (3a) and (3b) of the Consultation Response Form are as follows:

- The rezoning proposal should have included Balmullo Primary School to be rezoned to Madras College.
- Concern for opportunities for placing requests to be accepted at Madras if this proposal goes ahead
- Parents wish the choice for pupils attending Balmullo Primary School to attend Madras College

- The distance to Madras College is closer for families living in Balmullo Primary School than Bell Baxter High School, therefore Balmullo Primary School should be rezoned to Madras.
- Social connections for Balmullo PS pupils attending after school clubs in the St Andrews area, as more association with Madras College.
- Retain current position of catchment areas
- KY16 postcode should be associated with a secondary school in St Andrews

4.6.2 There were no requests for additional information. Some respondents asked for the proposal document to be emailed to them direct. There were no requests received under the Freedom of Information (Scotland) Act 2002.

5.0 Summary of Oral Representations

5.1 At the public meetings, the following issues were raised and summarised as follows:

- Where did the figures come from within the report, of families choosing Madras?
- Why was Balmullo Primary School dropped from the proposal?
- Are postcodes not taken into consideration when forming catchment areas?
- Will Madras be able to take placing requests in future?
- Are transport costs taken into consideration?
- Will Education look at the figures from Balmullo Primary School catchment area to Madras in the last 3 years?

5.2 Fife Council has considered these areas of concern and responded within section 7.0.

6.0 Pupil Consultation

6.1 The pupil consultation was carried out in accordance with Education Scotland best practice and in accordance with 'Participants, Not Pawns - Guidance on Consulting with Children and Young People', Scotland's Commissioner for Children and Young People.

6.2 Each pupil consultation session was facilitated by a Quality Improvement Officer and Team Manager from the Education Service. At these sessions, the Quality Improvement Officer outlined the proposal and what it would mean for the catchment areas of Bell Baxter High School and Madras College and the reason for the visit. A number of questions, listed below, were posed to pupils to allow officers to gather information and feedback. A series of picture boards were also shown to the primary pupils to ensure they visually understood the process and what a consultation would mean for them. A display board showing existing catchment area maps and the proposed catchment area was explained to the pupils to ensure they understood the proposal and any impact for pupils in their schools. The information displayed to pupils was also on display at the public meetings, drop-in sessions and within the powerpoint presentation presented to stakeholders at the public meetings.

6.3 As part of the Statutory Consultation, the Education Service realises the importance of visiting schools to speak to pupils about the proposals that are

consulted on. The views of our pupils are important to us to ensure that we have considered the impact. Officers also advised the pupils who took part in the sessions that Education Scotland may come out to see the schools and will speak to a number of pupils, the Headteacher and parents. Officers explained to the pupils that their comments would be recorded, form part of a report, and a decision will be made in future by our elected members, with an explanation given on the role of an elected member.

6.4 Pupil consultation sessions were set up in Bell Baxter High School and Madras College for pupils within S1-S6 year groups to take part. In addition, a session was also held with 2 groups from Balmerino Primary School, for pupils within P4-P7 age groups. These meetings took place on Tuesday 8 November and Thursday 10 November, to discuss with pupils the proposed plans to rezone the catchment area.

6.5 The following questions were posed to 2 groups of P4-P7 pupils within Balmerino Primary School:

- Set the scene – What is a consultation? What is a catchment area for Primary and Secondary?
- Are you aware of a consultation proposal to look at allocating all children attending Balmerino Primary School to Madras College?
- Has this been discussed at home or in school?
- Are pupils aware of what that may mean for them?
- Any other comments or worries?

6.6 The following questions were posed to groups of S1-S6 pupils from Bell Baxter High School and Madras College at separate pupil sessions:

- Are you aware of a consultation proposal to look at changing the Secondary catchment area for some pupils who may have attend your school in future?
- Has this been discussed at home or in school?
- Do you think this change (<10 pupils) will make any difference to your time in school / educational experience?
- Will this have any impact on your school?
- What do they think of new pupils joining / new pupils not joining the school?
- Would they have any concerns for more or less pupils?
- Is it more equitable for all young people in Fife to have an entitlement to only one catchment secondary school?
- Do you have any other comments you would like us to note in relation to the consultation proposal?

6.7 **Comments from the Pupil Consultation Sessions**

6.7.1 Bell Baxter High School – Tuesday 1 November 2022

10 pupils took part in the sessions. None of the pupils had heard about the consultation or had heard the proposal being discussed at home. All of the pupils felt it is a benefit for all pupils within a P7 year group to attend the same secondary school, as a larger P7 group is likely to make more friends at secondary school, it would support their transition arrangements and transport to the same school from pupils in the same area. All of the pupils agreed that it

would not make a difference to them personally if pupils living in the former Rathillet Primary School catchment area were rezoned to Madras College as there were fewer than 10 pupils affected by the proposal and there would not be a huge impact on the school roll at Bell Baxter High School.

6.7.2 Madras College – Tuesday 1 November 2022

Two of the 7 pupils who attended the session had heard about the consultation through discussion at home with parents. The pupils commented on the benefits of all P7s pupils from a school moving to one secondary school and that it would be easier to socialise with new pupils with a larger P7 cohort of pupils. All of the pupils felt there would be no impact on the overall numbers at Madras College or the learning experience for learners within the school building.

6.7.3 The only issues raised by pupils is whether the transport would be crowded by the additional pupils and whether pupils could still choose to attend Bell Baxter High School.

6.7.4 Balmerino Primary School - Thursday 10 November 2022

Two groups of 8 pupils were involved in the pupil consultation from P4 to P7 stages. Only 3 of the 16 pupils had heard about the consultation. All of the pupils felt that it was important that all pupils moved to the same secondary school. Those pupils with older siblings in Madras College felt it is important to attend the same school as their siblings, where support can be provided by the sibling should it be required. All of the pupils felt it would not make a difference to the school numbers at Madras if the small number of pupils from the former Rathillet Primary School catchment area attended Madras College, as almost all pupils already go there. The pupils understood they had a choice at P7 and that this would no longer be available if the proposal was approved, other than a placing request. The pupils also felt that the same rules should apply to all pupils in that they can only transfer to one catchment secondary school and not have a choice of 2.

6.8 Summary of Pupil Consultation

6.8.1 It is clear from the discussion with pupils at the consultation sessions that all of the pupils felt that the rezoning proposal would ensure that the same cohort of primary pupils would benefit by transferring to the same secondary school, to ensure established friendships could continue and support them through the transition to secondary school.

6.8.2 All of the pupils felt that the number of catchment pupils affected by this proposal, those living within the former Rathillet Primary School catchment area, would not make any difference to the number of pupils overall who are accommodated within Madras College.

7.0 Fife Council's Response to the Written and Oral Representations made and to the Pupil Consultation

The main themes raised from written/oral representations and from the pupil consultations are as follows:

(a) Balmullo Primary School

A number of respondents raised concerns that a proposal to rezone the Balmullo PS catchment area from Bell Baxter High School to Madras College was not included in this consultation.

The proposal being consulted upon was a direct result of the closure of Rathillet Primary School. There were no pupils enrolled in Rathillet Primary School after academic session 2009/10. Following a period of 3 academic sessions, a proposal to close Rathillet Primary School was formed and the closure of Rathillet Primary School was approved by the Executive Committee of Fife Council on 18 February 2014. The primary catchment area of Rathillet Primary School was rezoned to Balmerino Primary School from this date. The small number of pupils within the rezoned Balmerino Primary catchment area (i.e. those pupils living in the former Rathillet Primary School catchment area) have been afforded the opportunity to choose, at entry to S1, whether they wished to attend their catchment secondary school or choose to attend Madras College with the cohort of pupils from their P7 peer group. This situation is untenable. The approval of the rezoning of this area to Madras College would ensure that all pupils from the same primary catchment area would have the opportunity to attend the same catchment secondary school. This is the desired outcome for those pupils who attended the pupil consultation sessions.

There is no catchment anomaly with the existing catchment area of Balmullo Primary School. Balmullo Primary School is an associated primary school of Bell Baxter High School.

Based on the current school roll projections, there is no current or expected capacity issue at Bell Baxter High School. Therefore, there is no statutory education provision reason, nor identified education benefit, that would have led the Education Service to consider a consultation on a rezoning proposal for the Balmullo Primary School catchment area from Bell Baxter High School to Madras College. The Education Service will normally consider undertaking statutory consultations to rezone school catchment areas where there are new housing developments, of a strategic size, which are expected to impact significantly on the pupil capacity available to accommodate new pupils within the existing education infrastructure. The current school roll projections of Bell Baxter High School include the new housing development at Cupar North, for 1648 units, and it is expected that new pupils from this development can be accommodated within the existing capacity of the school. School roll projections for both Madras College and Bell Baxter High School were included in Appendix 1.9 of Appendix A (the proposal document) and show that over the period, the roll at Bell Baxter High School is expected to decline and no capacity risk is expected.

Placing requests received by Madras College from pupils attending or living within the Balmullo Primary School catchment area have, to date, been accepted. As these requests have been accepted and have not, to date, resulted in a significant over capacity situation at Madras College, there is no reason to consider a proposal to rezone this primary catchment area from Bell Baxter High School to Madras College.

(b) Analysis of Catchment and Non-Catchment Pupils

At the public meetings, the validity/accuracy of the number of pupils referred to within the proposal document attending Madras College from Balmullo Primary School catchment area was questioned. In response, we confirm that the figures detailed in the proposal document were based on the 2021 census, which was the most up to date information available when the proposal document was published. More up to date figures, from the 2022 census, are now able to be provided. The information below details the number of catchment pupils in each of the schools' catchment areas, the school roll and maximum capacities of both Bell Baxter High School and Madras College.

Bell Baxter High School

- 1575 pupils living in the catchment area
- 1401 catchment pupils attend Bell Baxter
- 14 non-catchment pupils attend Bell Baxter
- School Roll (census 2022) – 1515 pupils
- Maximum Capacity – 1696 pupils

Pupils from Balmullo Primary School catchment area attending Bell Baxter High School – **41 in total**

| Year group (August 2022) | Total number of pupils |
|--------------------------|------------------------|
| S1 | <5 |
| S2 | 6 |
| S3 | <5 |
| S4 | 16 |
| S5 | 10 |
| S6 | <5 |

Madras College

- 1248 pupils living in the catchment area
- 1190 catchment pupils attend Madras College
- 8 pupils from former Rathillet catchment area attend Madras College
- 186 non-catchment pupils attend Madras College (includes outwith Fife)
- School Roll (census 2022) – 1384 pupils
- Maximum Capacity – 1450 pupils

Pupils from Balmullo Primary School catchment area attending Madras College – **59 in total**

| Year group (August 2022) | Total number of pupils |
|--------------------------|------------------------|
| S1 | 14 |
| S2 | 10 |
| S3 | 17 |
| S4 | 5 |
| S5 | <5 |
| S6 | 9 |

(c) Postcodes within a Catchment Area

A number of respondents have questioned why KY16 postcodes are not

contained within the Madras College catchment area. The majority of school catchment areas have been in place for over 50 years, with the exception of 3 new primary school catchment areas which were formed in 2006. Currently both Bell Baxter High School and Madras College have over 1000 individual postcodes within their catchment areas. A number of school catchment areas will have postcodes which may overlap primary and secondary catchment areas, as catchment areas are not formed based on postcodes. When forming a new catchment area, the Education Service considers areas of housing, natural boundaries and ensuring school sites are, as far as possible, in the heart of the community.

(d) Placing Requests in Madras College

As outlined in para (b), Madras College has been able to accommodate a number of placing requests for the past 6 years. The breakdown of placing requests into the school, based on the current census information is as follows:

| Catchment Secondary School | S1 | S2 | S3 | S4 | S5 | S6 | Total |
|-----------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|--------------|
| Beath | | <5 | | | | | <5 |
| Bell Baxter | 23 | 23 | 26 | 15 | 17 | 20 | 124 |
| Glenwood | | | | <5 | | | <5 |
| Levenmouth | <5 | <5 | <5 | 5 | <5 | <5 | 17 |
| Lochgelly | | <5 | | | | | <5 |
| Viewforth | | | | | <5 | | <5 |
| Waid | 11 | <5 | 6 | <5 | <5 | 5 | 34 |
| Outwith Fife | <5 | | <5 | <5 | <5 | <5 | 7 |

(e) The school roll for Madras College, at census 2022, was 1384 pupils, with a maximum pupil capacity of 1450 pupils. The Education Service is expecting Madras College to require additional teaching areas to accommodate new pupils from the strategic housing within St Andrews, outlined in Appendix 1.10 of Appendix A (the proposal paper). The local development plan expects around 2400 houses to be constructed within the Madras College catchment area. As part of the planning process, developers in this area will be expected to contribute to providing additional pupil capacity at Madras College. Therefore, it is possible that, in future years, Madras College will not be able to approve all placing requests from non-catchment pupils. The Education Service will continue to monitor the school roll at Madras College, in conjunction with the phasing of house building in the Madras College catchment area, to determine the approval of placing requests where possible. It should be noted that developers are not obliged to fund an extension to Madras College to allow the acceptance of placing requests.

(f) Social Ties to St Andrews

Fewer than 10 parents/carers living in the Balmullo Primary School catchment

area highlighted that they choose to take their children to clubs and social activities in St Andrew's, rather than Cupar. In turn this means they form friendships outwith the primary school community with peers living in Madras catchment rather than those attending Bell Baxter.

For the pupils of Balmullo Primary School, this allows social interaction outwith their own school community. This relationship building will support pupils with their own confidence and skills on transition to secondary school.

(g) Transport Costs to Madras College

For pupils who are attending Madras College following a placing request application, the Council is not required to provide free transport to and from school and therefore parents are responsible for this travel. However, pupils can apply for the Under 22 Bus Pass Scheme which allows young people to travel free, across Fife, using the existing bus network. In Fife, this includes most school bus transport as this is procured as local services. This means that pupils have the opportunity to use the existing bus transport routes to St Andrews.

(h) Distance Comparison from Balmullo Primary School catchment area to Bell Baxter High School and to Madras College

For some addresses within the Balmullo Primary School catchment area the distance to Bell Baxter High School is marginally further than the distance to Madras College.

As outlined in the proposal document, section 5.7, the direct travel route to Bell Baxter High School is along the A914 through Dairsie and Cupar and this does not transect into any of the Madras College catchment primary schools.

8.0 Report from Education Scotland

8.1 The report from Education Scotland is reproduced on the following pages.



Schools (Consultation) (Scotland) Act 2010

Report by Education Scotland addressing educational aspects of the proposal by Fife Council to rezone the catchment areas of Bell Baxter High School and Madras College.

December 2022

1. Introduction

1.1 This report from Education Scotland has been prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the [Schools \(Consultation\) \(Scotland\) Act 2010](#) ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of Fife Council's proposal to rezone the catchment areas of Bell Baxter High School and Madras College. 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 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.

1.2 HM Inspectors considered:

- the likely effects of the proposal for children and young people of the schools; 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 meetings held on 31 October 2022 and 10 November 2022 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 site of Bell Baxter High School, Madras College, Balmerino Primary School and Balmullo Primary School including discussion with relevant consultees.

2. Consultation process

2.1 Fife Council undertook the consultation on its proposal(s) with reference to the [Schools \(Consultation\) \(Scotland\) Act 2010](#).

2.2 The consultation period ran from 5 October 2022 to 1 December 2022. The council published the proposal document on the council website. Information about the proposal was made available to stakeholders including children, young people, parents and carers of the schools affected by the proposal. Three people attended the public meeting in Madras College and 11 people attended the public meeting in Bell Baxter High School. All questions received at the public meetings were related to why the Balmullo Primary School catchment was not considered as part of this proposal. The council received 45 responses to their online consultation. Most written responses were from parents or carers of children attending a primary school outside the area under review, 75% were opposed to the proposal. Responses indicate that parents would like to see a future proposal for a catchment review to rezone Balmullo Primary School from Bell

Baxter High School to Madras College. No stakeholder attended the four additional drop-in sessions that were promoted in the Notice of Consultation. The council consulted with children and young people from Balmerino Primary School, Bell Baxter High School and Madras College, all were in support of the proposal. They think the transition to secondary will be less stressful when children from a primary school all move to the same secondary school. They also indicated that the small number of households affected from the Rathillet area would not make a noticeable difference to the numbers attending Madras College.

3. Educational aspects of proposal

3.1 This proposal involves the re-zoning of Balmerino Primary School, in full, to Madras College. This will resolve the current catchment anomaly for postcode addresses within the former Rathillet Primary School catchment area. If the council proceeds with this proposal, parents and pupils from this area would now be required to submit a placing request to attend Bell Baxter High School. The proposal will also ensure that all households within a single primary school catchment area are associated with one secondary school catchment area. HM Inspectors agree with Fife Council that this proposal will support the continuity of learning and streamline the transition arrangements.

3.2 All headteachers in the schools affected support the proposal. They also agree with the educational benefits stated by the council. They state that this will also reduce workload in managing transition arrangements. They believe that this will remove uncertainty for children whilst retaining parental choice through placing requests.

3.3 Almost all parents that spoke with HM Inspectors are supportive of the proposal. Although parents with children attending Balmullo Primary School expressed concern that the council discounted the option to also rezone Balmullo Primary School to Madras College. Some parents were anxious that new housing developments would result in Madras College exceeding maximum pupil capacity which could negatively impact on future placing requests. However, the headteacher and council officials have confirmed that Madras College can reconfigure space in the school to accommodate up to 100 additional pupils. There may be fewer places available to accommodate pupils from outwith the Madras College catchment area.

3.4 All children who spoke with HM Inspectors were in full support of the proposal. They feel it is important to continue the friendships and support networks that they have already established. They see the value in consistent transition arrangements and believe it will help them settle into their new environment and progress their learning.

4. Summary

Overall, HM Inspectors agree that there are educational benefits from the proposal. The change will resolve a current catchment anomaly. The proposal, if approved, will assist in the coordination, continuity of learning and progression of learning pathways for children and young people transitioning between establishments. All headteachers, children and young people and almost all parents support the proposal. Parents value and continue to use placing requests, they highlight the importance of parental choice. In its final consultation report, Fife Council should outline the increased maximum pupil capacity of Madras College.

HM Inspectors
December 2022

9.0 Statement of Fife Council's Response to the Report from Education Scotland

9.1 Fife Council is pleased to note that the report from Education Scotland confirms that Fife Council has outlined clear educational benefit in support of the proposal, and that the rezoning proposal will resolve the current catchment anomaly. Almost all of the parents that spoke with HM Inspectors were supportive of the proposal and the headteachers, children and young people who spoke to HM Inspectors were in full support of the proposal.

9.2 The report includes the following:

“In its final consultation report, Fife Council should outline the increased maximum pupil capacity of Madras College”.

9.3 Fife Council responds to para 9.2 by advising that Madras College has the potential to be extended to create additional pupil capacity to accommodate new catchment pupils arising from housing developments contained within the Madras College catchment area. Developer contributions will be required to fund and enable these infrastructure works in terms of design and building work. The scale of any additional capacity will be directly related to the impact of the development. Therefore, the current maximum pupil capacity remains 1450.

9.4 The outcome of the pupil consultation sessions overwhelmingly demonstrated that the primary and secondary pupils were in full support of the proposal. They believe it is important to continue the already established friendships from primary into secondary and that consistent transition arrangements will help pupils settle into their new environments. Parents also recognised the value of placing requests. This ensures that parents retain the option to make a placing requests to any school of their choice.

9.5 The allocation of placing requests is in terms of the Education (Scotland) Act 1980 and in line with the existing Schools Admission Policy, which can be found online at www.fife.gov.uk, by searching for Schools Admission Policy or accessing the following link [Schools-Admission-Policy-April-2018.docx \(live.com\)](#).

10.0 Inaccuracies, Omissions and Additional Information

10.1 There were no inaccuracies or omissions identified relative to the proposal.

10.2 An equality impact assessment has been completed. The assessment included the consultation process and could not have been made available during the consultation process. It is additional information which is relevant and forms Appendix G to this report.

11.0 Review of the Proposal by Fife Council

11.1 Following receipt of the independent and impartial report from Education Scotland, Fife Council has reviewed the proposal, having regard (in particular) to the written and oral representations made and to the Education Scotland report.

- 11.2 This proposal affects a very small number of pupils living within the former Rathillet Primary School catchment area. This proposal was formed to resolve the secondary school catchment anomaly that existed for the pupils living in the former Rathillet Primary School catchment area. This catchment anomaly does not exist for the catchment area of Balmullo Primary School. Whilst forming any proposal, it is important for the Education Service to review information and catchment areas in and around any proposal. From the feedback received, a number of parents did not appreciate that Balmerino Primary School was already in the catchment area for Madras College and it was a section of the catchment area with the catchment anomaly. It has been assumed that Balmullo Primary School catchment area has been dropped from the proposal. As there is no existing catchment anomaly with the Balmullo Primary School and Bell Baxter High School catchment area, there was no reason to include Balmullo Primary School as part of the rezoning proposal.
- 11.3 Almost all of the written representations received were from parents/carers not from a school directly impacted by the proposal but from a neighbouring primary school in the Bell Baxter High School catchment area. 75% of respondents were opposed, or unsure of their view, to the rezoning proposal. This was highlighted by HMI Education Scotland in their report. No stakeholders attended the 4 drop-in sessions on offer at Balmerino Primary School, Bell Baxter High School or Madras College.
- 11.4 Comments from those in favour of the proposal came from parents/carers of children currently attending Balmerino Primary School, Bell Baxter High School and Madras College, who are directly involved in the consultation. Those making representations opposed to the proposal were not directly affected by the current proposal, but were from a neighbouring primary school in the Bell Baxter High School catchment area. Taking that into account, the Education Service still determines that the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College should proceed.
- 11.5 Analysis of the consultation responses and oral representations received, and the report from Education Scotland, indicates that there is a positive level of support from the headteachers, children and young people for the proposal. There are clear educational benefits from implementation of the proposal as outlined by Education Scotland in their report.
- 11.6 Regard has been given to the concerns raised by a few parents from the Balmullo Primary School catchment area, seeking assurances regarding future placing requests being accepted at Madras College. A few of the comments raised by this parent group, who are not directly affected by the current proposal, suggest the rezoning of the Balmullo Primary School catchment area to Madras College catchment area and the rezoning of the Balmerino Primary School catchment area to Bell Baxter High School catchment area. This suggestion was not replicated by the pupils who spoke to Education Scotland or who took part in the pupil consultation sessions. Nor was this replicated by most of the parent comments. This, and any future rezoning of the Balmullo Primary School catchment area in respect of the catchment secondary school, would require the development of a new statutory consultation proposal and the identification of educational benefits for all pupils.

- 11.7 The Education Service will continue to review the number of placing requests from parents in the Balmullo Primary School catchment area. The forthcoming house building in the Madras College catchment area will impact on future capacity available to accept placing requests. If the proposal is approved, the small number of additional pupils from the former Rathillet Primary School catchment area attending Madras College is unlikely on its own to lead to a significant number of placing requests being refused.
- 11.8 In view of the above, it is recommended that approval be given to the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College to include the former Rathillet Primary School catchment area within the Madras College catchment area from 30 June 2023.

Appendix A – The Proposal Document

FIFE COUNCIL EDUCATION & CHILDREN'S SERVICES DIRECTORATE

PROPOSAL TO REZONE THE SECONDARY CATCHMENT AREAS OF: BELL BAXTER HIGH SCHOOL AND MADRAS COLLEGE

THE CONSULTATION PROCESS

The following schools are affected by this Proposal Document:

- Bell Baxter High School
- Madras College

This document has been issued by Fife Council as a proposal paper in terms of the Schools (Consultation) (Scotland) Act 2010.

DISTRIBUTION

A copy of this document is available on the Fife Council website:

<http://www.fife.gov.uk/madrasbellbaxtercatchmentreview>

A link to this document, published on the website, will be provided to:

- The Parent Council of any affected school
- The parents of the pupils at any affected school
- The parents of any children expected by the education authority to attend any affected school within 2 years of the date of publication of the proposal paper. In addition to local advertising, a copy of this document will be made available for parents of the children in Primaries 5, 6 and 7 for academic session 2022/2023 of the following schools:

Auchtermuchty Primary School
Balmullo Primary School
Castlehill Primary School
Ceres Primary School
Craigrothie Primary School
Dairies Primary School
Dunbog Primary School
Falkland Primary School
Freuchie Primary School
Kettle Primary School
Kilmarnock School
Ladybank Primary School
Letham Primary School
Newburgh Primary School
Pitlessie Primary School
Springfield Primary School
Strathmiglo Primary School

Balmerino Primary School
Canongate Primary School
Guardbridge Primary School
Kingsbarns Primary School
Largoward Primary School
Lawhead Primary School
Leuchars Primary School
Newport Primary School
Strathkinness Primary School
Tayport Primary School
Wormit Primary School

- The pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity)

- The staff (teaching and other) at any affected school
- Trade union representatives of the above staff (teaching and other) at any affected school
- The Community Councils for the affected areas, being:

| | |
|-----------------------------------|-------------------------------|
| Abdie and Dunbog | Giffordtown and District |
| Auchtermuchty and Strathmiglo | Guardbridge |
| Balmerino, Kilmany and Logie Area | Kemback, Pitscottie and Blebo |
| Balmullo | Kettle |
| Boarhills and Dunino | Kingsbarns |
| Cameron | Ladybank and District |
| Carnbee and Arncroach | Leuchars |
| Ceres and District | Monimail |
| Creich & Flisk | Newburgh |
| Cults | Newport, Wormit and Forgan |
| Royal Burgh of Cupar and District | Royal Burgh of St Andrews |
| Dairsie | Springfield |
| Falkland and Newtown of Falkland | Strathkinness |
| Freuchie | Tayport Ferryport on Craig |

- Community Planning Partnerships
- Any other Community Planning Partnership that the education authority considers relevant
- Any other relevant Education Authority
- MSPs for the area (North East Fife and Regional MSPs)
- The Constituency MP for North East Fife
- Elected Members for the area (Wards 16, 17, 18, 20)

A copy of this document is also available for inspection at and available from:

- Main Reception, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT
- Customer Service Centre, County Buildings, St Catherine Street, Cupar, KY15 4TA
- The following schools:
Bell Baxter High School, Carslogie Road, Cupar, KY15 4HY
Madras College, Bell Brae, St Andrews, KY16 9BY
Balmerino Primary School, Main Street, Gauldry, Newport on Tay, DD6 8RP
- Online at <http://www.fife.gov.uk/madrasbellbaxtercatchmentreview>
- or email sustainablechoolestate.enquiries@fife.gov.uk for a pdf copy to be emailed.

This document can be made available, on request, free of charge, in alternative formats or in translated form for readers whose first language is not English. Please apply in writing to Education & Children's Services Directorate, 4th Floor, Fife House, North Street, Glenrothes or by email to: Avril.Graham@fife.gov.uk (telephone 03451 55555 ext. 444204). Page 24 of this document provides additional contact numbers, in different languages.

SUMMARY OF PROCESS FOR THIS PROPOSAL DOCUMENT

1. Consideration by the Cabinet Committee

This Proposal document has been issued as a result of a decision by the Cabinet Committee meeting of Fife Council on Thursday 22 September 2022. Views are now sought in formal consultation on the proposal in this paper.

2. Notice of Consultation and Publication of Proposal Document

Statutory consultees will be given notice of the proposal. The proposal document will be published on the council website (www.fife.gov.uk). Copies will be available for inspection and available from:

- Main Reception, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT
- Customer Service Centre, County Buildings, St Catherine Street Cupar, KY15 4TA
- The following schools:
 - Bell Baxter High School, Carslogie Road, Cupar, KY15 4HY
 - Madras College, Bell Brae, St Andrews, KY16 9BY
 - Balmerino Primary School, Main Street, Galdry, Newport on Tay, DD6 8RP
- Online at <http://www.fife.gov.uk/madrasbellbaxtercatchmentreview>.
- or email sustainableschoolestate.enquiries@fife.gov.uk for a pdf copy to be emailed.

3. Advertisement of the Proposal

The proposal will be advertised through Fife Council's social media accounts e.g. Facebook and Twitter. An advertisement will also be placed in local newspapers, week commencing Monday 3 October 2022. The secondary schools will also publicise the consultation process in newsletters, school bag mail and email.

4. Length of Consultation Period

The consultation will commence on Wednesday 5 October 2022 and will, thereafter run until close of business on Thursday 1 December 2022. This meets the statutory requirement of a minimum period of 6 weeks, that runs continuously and includes 30 school days.

5. Public meetings/information sessions

Although only one public meeting is required, the Education Service will hold a public meeting in each of the following schools:

- Madras College on Monday 31 October 2022 from 6.00-7.00 pm
- Bell Baxter High School on Thursday 10 November 2022 from 6.00-7.00 pm

where there will be opportunities to:

- hear more about the proposal
- ask questions about the proposal

- make a written representation in respect of the proposal
- have your views recorded so that they can be considered as part of the consultation process.

Informal drop-in sessions have been arranged at:

- Balmerino Primary School on Monday 31 October 2022 from 2.45-3.30 pm
- Madras College on Monday 31 October 2022 from 5.00-6.00 pm
- Balmerino Primary School on Thursday 10 November 2022 from 2.45-3.30 pm
- Bell Baxter High School on Thursday 10 November 2022 from 5.00-6.00pm

At the informal drop-in sessions, there will be opportunities for parents/ carers/pupils and other stakeholders to:

- hear more about the proposal
- ask questions about the proposal
- complete a Consultation Response Form.

6. Responding to the Proposal

Interested parties can also respond to this proposal document by making a written representation by letter, email or completion of a Consultation Response Form on the proposal before close of business Thursday 1 December 2022 to any of the following:

- sustainableschoolestate.enquiries@fife.gov.uk
- Madras/Bell Baxter Catchment Review, Education & Children's Services Directorate, Fife Council, 4th Floor (West), Fife House, North Street, Glenrothes, KY7 5LT
- Completing an online Consultation Response Form at ([Managing Our School Estate | Fife Council](#))

7. Involvement of Education Scotland HM Inspectors

A copy of the proposal paper will be sent to Education Scotland, by Fife Council. Education Scotland will also receive a copy of any relevant written representations that are received by the Council from any person during the consultation period or, if Education Scotland agrees, a summary of them. Education Scotland will further receive a summary of any oral representation made to the Council at the public meetings and, as available (and so far as otherwise practicable), a copy of any other relevant documentation. Education Scotland will then prepare and submit a report on the educational aspects of the proposal within a 3-week period (unless the Council and Education Scotland agree a longer period) after the Council has sent them all representations and documents mentioned above. However, for the avoidance of doubt, the 3-week period will not start until after the consultation period ends. Education Scotland may make such reasonable enquiries of such people at the school (e.g. Headteacher, staff, pupils) as they consider appropriate and may make such reasonable enquiries of such other people as they consider appropriate.

8. Preparation of Consultation Report

The Council will review the proposal having regard (in particular) to the Education Scotland Report and written representations that it has received. In addition, oral representations made at the public meetings will form part of that review. It will then prepare a Consultation Report. The report will include a record of the total number of written representations made during the consultation period, a summary of the written representations and a summary of the oral representations made at the public meetings as well as a copy of the Education Scotland Report and any other relevant information, including details of any alleged inaccuracies and how these have been handled. The report will also contain a statement explaining how it complied with the requirement to review the proposal in light of the Education Scotland Report and representations (both written and oral) that it received. The Consultation Report will be published and available for further consideration for a period of 3 weeks before a decision can be made on the proposal. The report will be published, made available for inspection and where reasonably required, made available without charge in other forms. The publication of the report will be advertised and any person who made written representations during the consultation period will be advised of its publication.

9. Decision

The Consultation Report, together with any other relevant documentation, will be considered by the Cabinet Committee of Fife Council, which will come to a decision whether to implement the proposal, in whole or in part, or not. The decision of that Committee may be subject to internal governance procedures before it becomes final. The proposal on which Fife Council is deciding is not a proposal which is subject to call in by the Scottish Government and is not subject to review by the School Closures Review Panel.

10. Note on Corrections

If during the consultation period any inaccuracy or omission is discovered in this proposal document, either by the Council or any other person, the Council will determine whether relevant information has in its opinion been omitted, or whether there is in fact an inaccuracy, and whether the omission or inaccuracy relates to a material consideration relevant to the education authority's decision as to implementation of the proposal. It will then take appropriate action in respect of the inaccuracy or omission which may include deciding to take no further action, issuing a notice in respect of the inaccuracy or omission, extending the consultation period or publishing a correct proposal document and giving revised notice of the consultation. Where applicable, the notifier of the inaccuracy or omission will be advised of the determination, the reasons for that determination and the action (if any) it is taking and of the reasons why it is or is not taking such action and the notifier will be invited to make representations to the Council if they disagree with the determination or decision whether to take action. Where the notifier makes representations, the education authority can make a fresh determination and decision in respect of the inaccuracy or omission and must inform the notifier if it does so.

Fife Council

Education & Children's Services Directorate

THE CONSULTATION PROPOSAL

**PROPOSAL TO REZONE THE SECONDARY CATCHMENT
AREAS OF:**

BELL BAXTER HIGH SCHOOL

MADRAS COLLEGE

Format of the Proposal Document

- 1 Introduction
- 2 The Proposal
- 3 Guiding Principles
- 4 Managing the School Estate
- 5 The Requirement for Reviewing the Secondary Catchment Areas
- 6 The Case for Catchment Reviews
- 7 Siblings
- 8 Projected School Rolls Following Proposed Rezoning
- 9 Educational Benefits Statement
- 10 Transport Arrangements
- 11 Financial Implications
- 12 Community Impact
- 13 Summary of the Proposal
- 14 Proposed Date for Implementation
- 15 Statutory Consultation Process – Proposed Timeline

Appendices

- 1.1 Map of existing catchment area for Bell Baxter High School
- 1.2 Map of existing primary and secondary catchment areas for Bell Baxter High School
- 1.3 Map of existing catchment area for Madras College
- 1.4 Map of existing primary and secondary catchment areas for Madras College
- 1.5 Catchment Anomaly - addresses within the Bell Baxter High School catchment area (but within the Balmerino Primary School catchment area)
- 1.6 Map showing the A92 and the route from Balmullo Primary School to Bell Baxter High School
- 1.7 Map of proposed secondary catchment area, including associated primaries, for the Bell Baxter High School catchment area
- 1.8 Map of proposed secondary catchment area, including associated primaries, for the Madras College catchment area
- 1.9 Historic School Rolls / School Roll Projections / Core Facts
- 1.10 Housing Development within the Secondary School Catchment Areas
- 1.11 Glossary of Terms
- 1.12 Consultation Response Form

1 Introduction

- 1.1 This consultation paper sets out the rationale and implications in respect of the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College.
- 1.2 This paper also sets out the consultation process, the timescales and the ways in which parents/carers and stakeholders can make representations on the proposal.
- 1.3 To ensure that the school estate meets the principles of best value, the Education & Children's Services Directorate must ensure that the number of pupil places is matched as efficiently as possible to the numbers of pupils living in each geographical school catchment area.
- 1.4 Overall, there is sufficient pupil capacity within both secondary schools to meet the demand of pupil places from the primary catchment area of Balmerino Primary School.
- 1.5 However, there is currently a boundary anomaly within the catchment area of Balmerino Primary School as a result of the closure of Rathillet Primary School in 2014.
- 1.6 At the time of the proposal to close Rathillet Primary School and rezone the catchment area to Balmerino Primary School, a proposal was not formed to rezone the secondary school catchment areas. As a result, the area which previously formed the catchment area of Rathillet Primary School remains part of the Bell Baxter High School catchment area, while the area which previously formed the catchment area of Balmerino Primary School remains part of the Madras College catchment area. This is demonstrated on Appendix 1.5.
- 1.7 Until such time as a formal proposal to rezone the catchment area of Madras College and Bell Baxter High School was completed, the pupils from the former Rathillet Primary School catchment, who were enrolled at Balmerino Primary School, were afforded the opportunity, at entry to secondary school, to choose either Bell Baxter High School or Madras College.
- 1.8 Therefore, a decision is required to formally change the secondary school catchment areas to ensure that the whole of the Balmerino Primary School catchment area is zoned to one secondary school.
- 1.9 This will minimise uncertainty for pupils living in the former Rathillet Primary School catchment area when making a decision on the secondary school to attend (although the Education Service has supported parents/carers and pupils and afforded them the opportunity to choose between the schools at entry to S1). In addition, this proposal will ensure positive educational benefits for pupils attending the secondary school associated with Balmerino Primary School, as detailed in this proposal paper.
- 1.10 Parents will continue to have the right to exercise parental choice and to make placing requests to alternative secondary schools, subject to the normal constraints of capacity being available. The allocation of placing requests is in terms of the Education (Scotland) Act 1980 and in line with the existing School

Admissions Policy, which can be found online at www.fife.gov.uk by searching for School Admissions Policy or accessing the following link [Schools-Admission-Policy-April-2018.docx \(live.com\)](#).

- 1.11 This paper details the rezoning proposals for the existing secondary schools, on the existing campuses, of Bell Baxter High School and Madras College.
- 1.12 Fife Council manages the education provision by dividing the entire authority area into catchment areas, based on household addresses for both denominational and non-denominational provision for both primary and secondary schools. For each household address there is a non-denominational and denomination provision identified. There are no proposed changes to the denominational primary and secondary catchment areas associated with the area to be rezoned.

2 The Proposal

2.1 The proposal is to:

- Rezone the catchment area of Bell Baxter High School from 30 June 2023
- Rezone the catchment area of Madras College from 30 June 2023.

2.2 After the consultation, a final report will be submitted to a future meeting of the Cabinet Committee. If approved, the changes to the catchment areas would be implemented on 30 June 2023. Primary 7 pupils transferring to S1 in August 2023 would continue to be supported by the Education Service and afforded the opportunity to choose either Bell Baxter High School or Madras College for their secondary school place for August 2023. If approved, the new secondary catchment areas will take effect from 30 June 2023 for all enrolments, including placing requests, from this date.

3 Guiding Principles

3.1 There are two key principles which underpin this proposal:

- the need to manage the capacity of our secondary school estate over a geographical area, and
- the ambition to create secondary school communities within a geographical area, ensuring there is a continuous border around the secondary school catchment area.

3.2 It is preferable that schools should be operating within an occupancy range of 80-100%. Schools which fall below this occupancy may be more restricted in their ability to offer the full breadth of the curriculum.

3.3 Fife Council's sustainable school estate strategy states that any proposal should support the progressive reduction in the Council's carbon footprint.

4 Managing the School Estate

4.1 Local authorities have a statutory responsibility to ensure there are sufficient school places for the pupil population; to improve the quality of school education provided; to raise standards of education and to ensure most efficient use of

available resources.

- 4.2 In Fife, the Education Authority (Fife Council) discharges its duty to secure adequate and efficient education provision for the local authority area by operating a “catchment” system, to enable parents/carers to comply with their duty to provide efficient education for their child(ren). Each household address in Fife is associated with a denominational and a non-denominational primary and a secondary school known as catchment schools. School catchments can be reviewed online at [Check school catchment areas | Fife Council](#).
- 4.3 Illustrated within the appendices at the end of the proposal are the current individual secondary school catchment areas, with additional maps showing the primary school addresses which are included in the secondary catchment areas. For example, the addresses within the Balmullo Primary School catchment area all fall within the existing catchment area of Bell Baxter High School.
- 4.4 To allow Fife Council to forward plan for future population changes and to manage our existing school estate, all proposed housing developments contained in the Fife Council Housing Land Audit report are included in the school roll projections. The Housing Land Audit is produced annually and details the expected build rate per year per housing site. This allows the Education Service to monitor the projected school rolls on a yearly basis, ensuring sufficient capacity is available within schools for their catchment population and to take account of any demographic changes.
- 4.5 Where a school is expected to exceed its maximum capacity as a result of proposed housing sites contained within a school’s catchment area, the Education Service will seek planning obligations to fund and deliver any additional school infrastructure required to accommodate new pupils from these development sites. The Council regularly reviews proposed housing development and assesses the likely impact on school places.
- 4.6 Fife Council has a robust methodology to project school rolls which considers the following factors:
- the number of pre-school children in each primary school catchment area
 - parental choices (placing requests) made at P1 and S1 stages
 - current school rolls
 - the number of proposed new homes expected to be built each year
 - school age population projections from National Records of Scotland
- 4.7 School roll projections are updated annually, as the contributing factors and assumptions can change, for example; by the inclusion of additional proposed housing sites; delayed or accelerated housing building rates; changes to expected birth rates or trends in parental choices.
- 4.8 Projections for areas with small populations tend to be less reliable than those for areas with large populations, because the former are usually affected more by migration. Projections of the number of adults are usually more reliable than those for children because of difficulties in projecting levels of fertility and parental migration. For more details of the limitations of population projections visit: <https://www.nrscotland.gov.uk/statistics-and-data/statistics/statistics-by-theme/population/population-projections/uses-and-limitations-of-population-projections>.

5 The Requirement for Reviewing the Secondary Catchment Areas

- 5.1 Prior to the formal closure of Rathillet Primary School and the rezoning of the catchment to Balmerino Primary School, pupils from the rural village of Rathillet were allocated spaces within Balmerino Primary School. Household addresses within the former Rathillet Primary School catchment area were zoned to Bell Baxter High School, whereas household address within the existing Balmerino Primary School catchment area were zoned to Madras College. As a result of this, and due to the small number of pupils located in this village, parents/pupils were given the opportunity to choose, at the time of entry to secondary school, whether they wished to attend Bell Baxter High School or Madras College at the end of Primary 7. Free transport for pupils was provided at the start of S1 to attend either school, as all the pupil addresses met the distance criteria of over 2 miles.
- 5.2 Madras College was relocated from South Street and Kilrymont Road to a new single site school building in August 2021, adjacent to St Andrews University at Bell Brae. The school has the capacity to accommodate 1450 pupils. Balmerino Primary School is one of its associated primary schools.
- 5.3 Rathillet Primary School has now been closed to pupils for over 8 years and the secondary catchment area for all the addresses within the former Rathillet Primary School catchment area remains Bell Baxter High School, as a formal proposal to consult on the rezoning of the secondary catchment area has not been carried out to date.
- 5.4 Whilst considering the rezoning proposal for the addresses within the Balmerino Primary School catchment area, officers reviewed the other schools surrounding Madras College which fall within the Bell Baxter High School catchment area. Several options were reviewed for consideration.
- 5.5 There are 9 pupils from the former Rathillet Primary School catchment area who were enrolled in secondary schools at Census 2021. Six of them attend Madras College and 3 attend Bell Baxter High School.
- 5.6 Option – rezone the catchment area of Balmerino Primary School, as a whole, to Bell Baxter High School
- 5.6.1 Based on the analysis of pupil locations, from the pupil census in September 2021, pupils who attended Balmerino Primary School and now attend Bell Baxter High School is presented as follows:
- 7 pupils who attended Balmerino Primary School attend Bell Baxter High School
 - 4 of the 7 pupils were zoned to attend Madras but made placing requests to Bell Baxter High School
 - 3 of the 7 pupils attend Bell Baxter High School as a result of living in the former Rathillet Primary School.
- 5.6.2 This option would change the secondary school catchment area for the majority of Balmerino Primary School catchment pupils. Only 12% of the Balmerino catchment area attend Bell Baxter. 88% of pupils from the Balmerino catchment

choose to attend their catchment school, Madras College. Therefore, a rezoning of Balmerino Primary School to Bell Baxter, from Madras College, would be against the choice that 88% of the secondary pupils have made recently from this primary school catchment area. This would increase the projected school roll of Bell Baxter High School and decrease the expected school roll of Madras College.

- 5.6.3 For the above reasons, this option has been discounted.
- 5.7 Option – rezone the catchment areas of Balmerino Primary School, as a whole, and Balmullo Primary School, as a whole, to Madras College
 - 5.7.1 The rezoning of Balmerino Primary School, in full, to Madras College, would appear to create a geographic peninsula within the catchment area of Bell Baxter High School. Because of that, the option of Balmullo Primary School also being rezoned to Madras College has been considered.
 - 5.7.2 The distance from Balmullo Primary School to Madras College is approximately 6 miles and 12 minutes by car, depending on traffic and this is of similar distance to Bell Baxter High School (6.7 miles and approximately 12 minutes).
 - 5.7.3 Although the catchment area of Balmullo Primary School, which is in the secondary catchment area of Bell Baxter High School, is almost surrounded by the Madras College catchment area, the direct travel route to Bell Baxter is along the A914 through Dairsie and Cupar and this does not transect into any of the Madras College catchment primary schools. This is shown in Appendix 1.6.
 - 5.7.4 From the analysis of pupil choices, 49 pupils from Balmullo Primary School have chosen to attend their associated catchment school of Bell Baxter High School and 50 pupils have chosen to make a placing request to Madras College.
 - 5.7.5 Further consideration demonstrates that rezoning the pupils of Balmullo Primary School to Madras College would result in additional revenue costs for Fife Council, in the provision of transport to Madras College, and would result in Madras College exceeding maximum capacity earlier than anticipated. For these reasons, this option has been discounted.
- 5.8 Option – rezone the catchment area of Balmerino Primary School, as a whole, to Madras College
 - 5.8.1 Rezoning all the Balmerino Primary School catchment area would change the catchment area for the minority of the Balmerino Primary School pupils. This would be against the choice that 12% of secondary pupils have recently made. The number of primary aged pupils this would impact upon is currently less than 15 and this would be expected to have a minimal impact on both the Bell Baxter High School and Madras College projected school rolls. If 12% of the pupils still wanted to attend Bell Baxter High School, they would likely be able to still be accommodated if making a placing request application.
 - 5.8.2 Based on the analysis of pupil locations from the pupil census in September 2021, pupils who attend Balmerino Primary School and attend Madras College is presented as follows:

- 44 pupils who were zoned to Madras College attended their catchment school
 - 6 pupils opted to attend Madras College (these pupils were from the former Rathillet Primary School catchment area).
- 5.8.3 For these reasons, this is the option contained within the proposal document.

6 The Case for Catchment Reviews

6.1 Bell Baxter High School – The Case for Catchment Review

6.1.1 Bell Baxter High School was built circa 1962, with a variety of accommodation to meet the needs of all learners. The science wing, sports hall and additional teaching block were built in 1994 and tennis courts and multi-use games area built in 2009. The school has received many phases of refurbishment between the period 1990-2006, improving the condition and suitability of the building. The school roll, during session 2021/22, was 1482 pupils, with a maximum capacity of 1696 pupils. The anticipated school roll for academic session 2022/23 is 1556 and for academic session 2023/24 is 1553 pupils.

6.1.2 A map of the existing Bell Baxter High School catchment area is shown in appendix 1.1. A map showing the primary schools with addresses within the existing Bell Baxter High School catchment area is at appendix 1.2.

6.1.3 The school roll has increased at Bell Baxter for the last 5 years and continues to operate within the maximum pupil capacity. The school utilises all available accommodation within the building to deliver the breadth of the curriculum.

6.1.4 A new strategic development area for 1648 housing units is planned within the Bell Baxter High School catchment area and new pupils from this development can be accommodated within the existing accommodation. It should be noted that the development is planned on a phased basis over the period 2022-2039 as per the Housing Land Audit 2021.

6.1.5 From the analysis of the current S1-S6 school rolls for pupils living in the former Rathillet Primary School catchment area, there are fewer than 5 pupils who are currently enrolled at Bell Baxter High School.

6.1.6 Rezoning all the Balmerino Primary School catchment area to Bell Baxter High School would be against the choice that 88% of secondary pupils have made recently. This would be expected to increase the projected school roll of Bell Baxter High School and decrease the projected school roll of Madras College.

6.1.7 The proposed changes to the catchment area of Bell Baxter High School are as follows:

The postcode addresses within the primary catchment area of the former Rathillet Primary School to be rezoned from Bell Baxter High School to Madras College. The proposal will address the anomaly as a result of the closure of Rathillet Primary School. This can be shown on Appendix 1.7

6.1.8 A map of the proposed Bell Baxter High School catchment with the associated primary schools within the proposed Bell Baxter High School catchment area is

shown in appendix 1.7.

6.2 Madras College – The Case for Catchment Review

- 6.2.1 A new Madras College was constructed and operational to staff and pupils from August 2021. The new build changed location from the split sites of Kilrymont Road and South Street to the North Haugh area of St Andrews, Bell Brae, adjacent to the University of St Andrews. The close proximity to St Andrews University offers enhanced learning opportunities and partnership working. The pupil capacity for the new school was reduced from the capacity of South Street and Kilrymont Road, of 1906 places, to 1450 places. The decision to reduce the capacity was agreed at the time of statutory consultation in academic session 2017/18 because of a falling school roll and projected school rolls. The school roll, during session 2021/22, was 1378 pupils, with a maximum capacity of 1450 pupils. The anticipated school roll for academic session 2022/23 is 1418 and for academic session 2023/24 is 1446 pupils
- 6.2.2 A map of the existing Madras College catchment area is at appendix 1.3. A map showing the primary schools with addresses within the existing Madras College catchment is at appendix 1.4.
- 6.2.3 At present, some of the addresses in the Balmerino Primary School catchment area are zoned to Bell Baxter High School, as no formal consultation to rezone to one single secondary school catchment area has been completed. This is illustrated in appendix 1.5. This illustrates that for pupils attending Balmerino Primary School for their primary education the peer group at P7 may transfer to different secondary schools. By rezoning the catchment areas of Bell Baxter High School and Madras College, this catchment anomaly will be resolved, as the postcode addresses within the primary school catchment area will be rezoned to a single secondary school.
- 6.2.4 Based on the pupil trends for those pupils enrolled at Madras College from the former Rathillet Primary School catchment area, there is only a slight difference in the number of pupils choosing Madras College rather than Bell Baxter High School. The number of pupils who attend Madras College from the former Rathillet Primary School catchment area is more than 5 but less than 10 pupils.
- 6.2.5 As outlined in para 6.13, there is only a slight difference in the distribution of numbers attending Madras College compared to Bell Baxter High School. With this in mind, the Education Service believes that the educational benefits outlined in section 9 demonstrate that it would be more beneficial for all the pupils within the Balmerino Primary School catchment area to transfer to Madras College.

6.3 Placing Requests into Madras College

- 6.3.1 On reviewing the data of the surrounding catchment areas of Balmerino Primary School, it is noted that around 50 pupils living within the Balmullo Primary School catchment area have chosen to attend Madras College as a placing request. The placing requests from this catchment area will continue to be monitored, as well as potential pupils from new housing in the Madras College catchment area. As a result of a projected increase in new catchment pupils from housing within the Strategic Development Area (SDA), in future, there may be fewer places available to accommodate pupils from outwith the Madras College catchment

area.

- 6.3.2 The proposed changes to the catchment area of Madras College are as follows:

The postcode addresses within the primary catchment area of the former Rathillet Primary School, which are now within the Balmerino Primary School catchment area, to be rezoned from Bell Baxter High School to Madras College. This can be shown on Appendix 1.8.

- 6.3.3 A map of the proposed Madras College catchment area and associated primary schools within the proposed Madras College catchment area is at appendix 1.8.

7 Siblings

- 7.1 There are fewer than 25 pupils living in the former Rathillet Primary School catchment area enrolled in a Fife primary or secondary school. Based on the number of families currently living in this area, there are no families currently attending Balmerino Primary School with older siblings at Bell Baxter High School, who would be impacted by the proposed change.

- 7.2 The Council's position in relation to siblings outlined above does not include those families who have made a parental placing request to Balmerino Primary School. These parents would need to submit a parental placing request for their younger child(ren) and depending on which secondary school catchment area their household address is within, may need to submit a placing request for entry to S1. The allocation of placing requests is in terms of the Education (Scotland) Act 1980 and in line with the existing School Admissions Policy which can be found online at www.fife.gov.uk by searching for School Admissions Policy or accessing the following link [Schools-Admission-Policy-April-2018.docx \(live.com\)](#).

8 Projected School Rolls Following Proposed Rezoning

- 8.1 Based on the current number of pupils living within the former Rathillet Primary School catchment area, and the existing trends of parental choice, the proposed roll projections of Madras College will not change significantly due to this rezoning proposal. Current roll projections for both Bell Baxter High School and Madras College are detailed in Appendix 1.9.

9 Educational Benefits Statement

- 9.1 It is a requirement of the Schools (Consultation) (Scotland) Act 2010 that the education authority prepare an Educational Benefits Statement on this proposal which includes:

- (a) the authority's assessment of the likely effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school,
 - (ii) any other users of the school's facilities,
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school,
 - (iv) the pupils of any other schools in the authority's area,
- (b) the authority's assessment of any other likely effects of the proposal (if implemented),

- (c) an explanation of how the authority intends to minimise or avoid any adverse effects that may arise from the proposal (if implemented),
 - (d) a description of the benefits which the authority believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them).
 - (e) the education authority's reasons for coming to the beliefs under paragraph (d).
- 9.2 The proposed rezoning of catchment areas would ensure that pupils within the Balmerino Primary School community will transfer to the same secondary school. This proposal will ensure that all the household addresses within a single primary school catchment area are associated with a single secondary school catchment area. There is a clear education benefit that will allow the transition from primary to secondary to be streamlined and easier to manage if pupils from this school community attend the same secondary school. It will reduce uncertainty for pupils while retaining parental choice through the placing request system and the established School Admission Policy.
- 9.3 The proposed catchment rezoning changes will remove the current anomalies for postcode addresses within the former Rathillet Primary School catchment area, creating a clear and distinct association with their local community.
- 9.4 **Bell Baxter High School**
- 9.4.1 If the proposal is approved, an educational benefit for Bell Baxter High School staff is that they would no longer have to undertake transition arrangements with a school outwith their allocated cluster, thus allowing them to focus on catchment pupils.
- 9.4.2 There would be a benefit for other pupils, from other communities, seeking a place within Bell Baxter High School as per placing request policy, should Balmerino Primary School pupils be rezoned to Madras College.
- 9.4.3 Pupils from the previous Rathillet Primary School catchment area equate to fewer than 5 pupils across S5 and S6 year groups at Bell Baxter High School. There has been an emerging trend that fewer pupils are now choosing to attend Bell Baxter High School from the former Rathillet Primary School catchment area. There are currently 6 pupils from the former Rathillet Primary School catchment area attending Madras College and fewer than 5 pupils attending Bell Baxter High School. This would suggest that the transition to Madras College, and the friendships already formed at P7, is influencing the decision for parents.
- 9.5 **Madras College**
- 9.5.1 Rezoning the postcode addresses from all the Balmerino Primary School catchment area from Bell Baxter High School to Madras College will enable those pupils to continue their association and friendships with other young people residing in their locality who currently attend Madras College. This will further strengthen young people's links and sense of belonging to their local community, in addition to more fully exploiting existing opportunities for the integration of services for children and families.

- 9.5.2 As part of the self-improving system adopted within the Education Service in Fife, nurseries and schools across the primary and secondary sectors work in clusters to support transitions in learning and wellbeing within their associated secondary catchment school. This allows the co-ordination of continuity and progression in learning pathways for children and young people transitioning between establishments. All pupils transitioning from the same Primary School to the same Secondary School allows for a more co-ordinated approach to comprehensive and well-planned transition programmes taking account of pupils mental, social, emotional and physical needs. It also allows for easier transfer of information to support continuity of a young person's learning journey.
- 9.5.3 Cluster transition events will ensure that young people from Balmerino Primary School have the opportunity to attend transition events with their peers. This ensures an excellent transition both educationally and socially for those young people going to Madras College. These opportunities are available because of the close working relationships which already exist between the staff, headteachers and other agencies supporting the cluster schools.
- 9.5.4 Those parents who choose to send their children to attend a different secondary school, other than the catchment school of Madras College, are likely to be accommodated.
- 9.6 **Benefits for children who would be likely to become pupils at these schools within two years of the publication of this proposal paper**
- 9.6.1 All young people will experience a broad, relevant, enjoyable and progressive curriculum through S1 to S6, delivered in a stimulating learning environment.
- 9.6.2 All young people will be supported in inclusive learning environments that meet the needs of all learners. There will be access to a broad range of teaching and specialist staff, including guidance and support for learning staff, to meet pupils' additional support needs at all stages of intervention. Getting it Right for Every Child is the responsibility of all at all primary and secondary schools in Fife. Pupils will be supported in a range of ways and given help, when they need it, to ensure that they reach their full potential. Pupils and their families will have regular and frequent opportunities, within caring educational communities, to discuss their learning and progress with teachers, guidance staff, support staff and members of the school leadership team.
- 9.6.3 An extended range of opportunities for pupils' achievements will be available through the provision of varied educational, cultural and sporting activities and clubs. Pupils will have opportunities to participate as individuals and teams in a variety of local and national competitions and events. Such opportunities have a significant impact on their personal and social development and achievements, resulting in the acquisition of skills for learning, life and work.
- Within each Secondary School there will be a broad range of strengths, expertise, talents and interests amongst the staff teams. This will have a direct positive impact on the professional learning and practice of teachers and support staff across the schools ensuring consistently ambitious standards and expectations across subjects, departments and schools.

- There will be sufficient social and recreational spaces within the grounds of each Secondary School to meet the needs of pupil numbers at each stage.
- Cluster transition events will be established to ensure that children have many opportunities throughout their school life to work collaboratively with children and staff from the associated primary schools and the secondary school. This ensures an excellent transition both educationally and socially for all children. These opportunities are available because of the close working relationships which already exist between the staff, headteachers and other agencies supporting the cluster schools.
- The catchment rezoning will enable children and families to forge associations and friendships with other young people residing in their locality who currently attend the catchment Secondary School. This will further strengthen young people's links and sense of belonging to their local community, in addition to more fully exploiting existing opportunities for the integration of services for children and families.
- Continued opportunities will exist for parents and carers to be involved in their child's education through a range of home and school engagement activities aimed at supporting their child's learning. As at present, parents will have opportunities to participate within the school's Parent Council.

9.7 **Benefits for other pupils in the authority area**

9.7.1 The Education Service realises the educational benefit where all pupils who are living in the same primary school catchment area are zoned to the same secondary school and is working to achieve this across Fife for all pupils. This proposal will ensure that communities are formed with a continuous border around the secondary school catchment area.

9.8 **How the Authority intends to minimise or avoid any adverse effects**

9.8.1 The authority has confirmed that it is likely that there will be no impact on any siblings already enrolled at Bell Baxter, as the census information does not highlight any primary school siblings who would be impacted upon.

9.8.2 Existing primary pupils will have an opportunity, at the end of the relevant academic session, to transfer to their new secondary catchment school if they wish.

9.8.3 Any new S1 pupils, after the rezoning, will be expected to attend the rezoned secondary school associated with their postal address or make a parental placing request to another school.

9.8.4 The transfer of pupils to secondary schools is carefully planned by the Education and Children Service's Directorate staff, school staff and parents/carers will continue to ensure that children are supported through the transition.

9.8.5 School staff will continue to support pupils at the time of transition to forge new friendships, embrace new opportunities and integrate into their new environment at secondary school.

9.8.6 Particular priority will be given to ensuring continuity for children with additional support needs.

9.9 **Any other likely effects of the proposal**

9.9.1 Existing transport contracts will be affected and consultation with Fife Council's Transportation Service and Bus Operators will be arranged if the proposal is approved. Any school transport contract to Bell Baxter High School will continue to run until all pupils from this area have completed their education. Existing Fife Council policy is to provide free transport to pupils living more than 2 miles from their catchment school.

9.10 **Benefits the Authority believes will result from implementation of the proposal (and reasons for this belief)**

9.10.1 For parents of pupils living within the Balmerino Primary School catchment area they will be assured that their children will be able to be accommodated within their secondary catchment school with the rest of the peer group from Balmerino Primary School.

9.10.2 This proposal will ensure better alignment of communities and catchment areas to ensure 100% of pupils within a primary school and community will transfer to the same secondary school.

9.10.3 No secondary school will be over-occupied and there will be continued flexibility to deliver Curriculum for Excellence.

10 **Transport Arrangements**

10.1 A pupil is legally entitled to free transport to school if:

- they are under 8 and live more than 2 miles from their catchment school or
- they are over 8 and live more than 3 miles from their catchment school

10.2 However, in terms of the current school transport policy, Fife Council provides free transport to all primary pupils living more than one mile and all secondary pupils living more than two miles from their catchment area school. For those pupils who live within two miles of their secondary school, parents have the responsibility to ensure that pupils are supervised on journeys to and from school.

10.3 If the proposal to rezone the catchment areas of the 2 secondary schools is approved, the following would apply:

- Free transport will still be provided, if distance entitled, for existing pupils enrolled in the 2 schools until they leave secondary school, or as long as they continue to reside at the same address. If they move to a new address, transport provision will be in accordance with the terms of the transport policy in place at that time.
- Fife Council would not expect any currently enrolled pupil to enrol at the secondary catchment school their home has been rezoned to unless they

wished to do so.

- New catchment pupils to either secondary school will also receive free transport in accordance with the terms of the transport policy in place at that time.
- As is the case currently for pupils living within Balmerino Primary School catchment area, free transport will be provided to Madras College, in accordance with the current policy, based on distance entitlement.
- Parents have the right to request that their child attend a school other than their designated catchment school (or to their designated catchment school if the child has not been offered a place there). Any such request is called a placing request and is governed by the Education (Scotland) Act 1980. In most circumstances placing requests will be granted where pupil places are available, but the pupil will not automatically be entitled to free or subsidised school transport. However, there is discretion within the existing transport policy and cases will be looked at on an individual basis. Further information on placing requests and the procedure involved can be found in the School Admissions Policy for Primary and Secondary Schools in Fife which can be found at [Apply for a school place | Fife Council](#)

11 Financial Implications

- 11.1 There will be a very small cost implication for Fife Council, associated with transport contracts. Individual transport contracts for pupils attending Bell Baxter High School will continue to run until the end of their education. This will be offset against the future saving of transport to Bell Baxter High School.

12 Community Impact

- 12.1 The proposal to rezone the catchment area of the Bell Baxter High School and Madras College would:
- remove the uncertainty for parents/carers and pupils living in the Balmerino Primary School catchment area as to whether to transfer to Bell Baxter High School which has been the associated secondary school for the village of Rathillet;
 - realign the Rathillet village with Madras College and resolve the existing catchment anomaly.

13 Summary of Proposal

- 13.1 The proposal is to:
- Rezone the catchment area of Bell Baxter High School from 30 June 2023
 - Rezone the catchment area of Madras College from 30 June 2023.

14 Proposed Date for Implementation

- 14.1 It is intended that the proposal, if approved by the Cabinet Committee of Fife Council on 9 March 2023 (or a subsequent Cabinet Committee), would be implemented on 30 June 2023. Primary 7 pupils transferring to S1 in August

2023 would continue to be supported by the Education Service and afforded the opportunity to choose either Bell Baxter High School or Madras College for their secondary school place for August 2023. If approved, the new secondary catchment areas will take effect from 30 June 2023 for all enrolments, including placing requests, from this date.

15 Statutory Consultation Process – Proposed Timeline

| | |
|-------------------------------|--|
| 22 September 2022 | Consultation proposal considered by Fife Council’s Cabinet Committee |
| 4 October | Parents and other statutory consultees issued with Consultation Notice informing them of relevant dates and information about the statutory consultation |
| 5 October – 1 December | Consultation live (period of 31 school days) |
| 10–21 October | School holidays |
| | <p>Public meetings held on:</p> <ul style="list-style-type: none"> • Madras College High School on Monday 31 October 2022 from 6.00-7.00 pm • Bell Baxter High School High School on Thursday 10 November 2022 from 6.00-7.00 pm <p>Drop-in sessions at:</p> <ul style="list-style-type: none"> • Balmerino Primary School on Monday 31 October 2022 from 2.45-3.30 pm • Madras College on Monday 31 October from 5.00-6.00 pm • Balmerino Primary School on Thursday 10 November from 2.45- 3.30 pm • Bell Baxter High School on Thursday 10 November from 5.00-6.00 pm |
| 1 December | Consultation close |
| 9 December | Report on consultation process is submitted to Education Scotland |
| 12 December – 13 January 2023 | Education Scotland 3-week review |
| 16 January 2023 | Education Service receive report from Education Scotland |
| 13 February 2023 | Consultation Report published 3 weeks before Cabinet Committee |
| 9 March 2023 | Report submitted to the Cabinet Committee |

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Calls cost between 3p to 7p per minute from a UK landline, mobile rates may vary.
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LANGUAGE LINES

এ নথিতে যেসব তথ্য আছে তা 03451555599 এ নাম্বারে ফোন করে অনুরোধ করলে বড় ছাপা, ব্রেইল, ওডিও সিডি/টেইপ ও ব্রিটিশ সাইন ল্যাংগুয়েজ ইত্যাদি মাধ্যমে পাওয়া যাবে।
কলের জন্য ইউকে ল্যান্ডলাইন থেকে খরচ হবে প্রতি মিনিটে ৩পি থেকে ৭পি, মোবাইলের খরচ ভিন্ন হতে পারে।

عند الطلب، يمكن توفير المعلومات الواردة في هذا المستند في صورة مستندات مطبوعة بأحرف كبيرة ومستندات بطريقة برايل وعلى مترجمة/أقرص مضغوطة صوتية مع الترجمة بلغة الإشارة البريطانية من خلال الاتصال بالرقم 03451 55 55 77
تتراوح تكلفة المكالمات بين 3 إلى 7 بنسات في الدقيقة من أي خط أرضي في المملكة المتحدة، وقد تختلف أسعار المكالمات بالهاتف المحمول.

如果你需要以大字體印刷、盲人點字、光碟/錄音帶格式或英國手語傳譯說明這份文件的內容，請致電 03451 55 55 88 提出要求。

用英國電訊固定座機撥打上述電話號碼收費每分鐘 3 至 7 便士，以手機撥打收費各異。

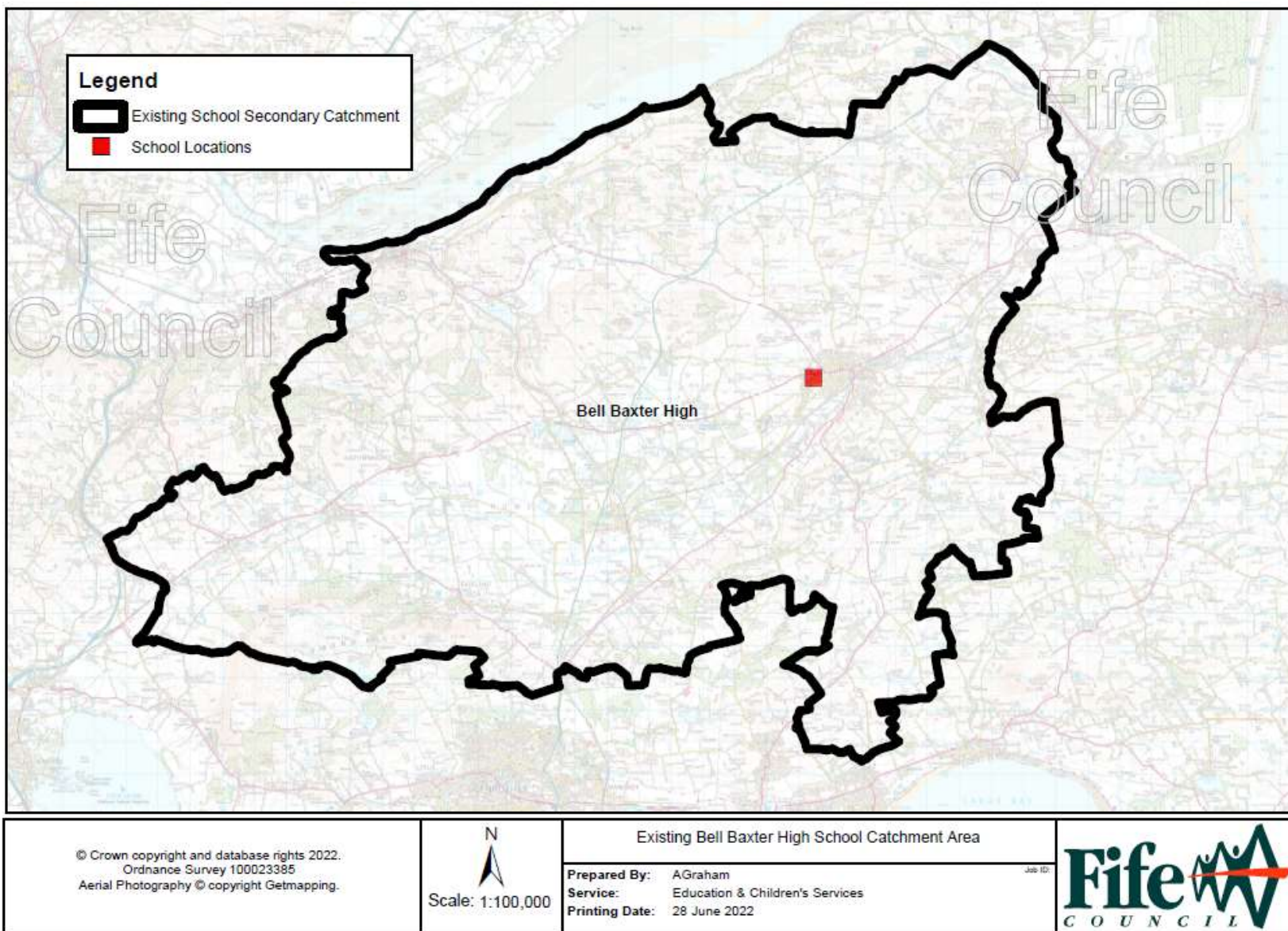
Informacje zawarte w tym dokumencie mogą zostać udostępnione w wersji drukowanej dużą czcionką, w alfabecie Braille'a, w wersji dźwiękowej na płycie CD/taśmie lub w tłumaczeniu na brytyjski język migowy – prosimy o kontakt pod numerem 03451 55 55 44.

Koszt połączenia wynosi 3-7p za minutę z brytyjskich telefonów stacjonarnych, koszty połączeń z telefonów komórkowych mogą być różne.

ਇਸ ਦਸਤਾਵੇਜ਼ ਵਿਚਲੀ ਜਾਣਕਾਰੀ ਟੈਲੀਫੋਨ ਨੰਬਰ 03451 55 55 66 ਰਾਹੀਂ ਮੰਗ ਕਰਨ ਉੱਤੇ ਵੱਡੇ ਅੱਖਰਾਂ, ਬ੍ਰੇਅਲ, ਆਡੀਓ ਸੀ.ਡੀ./ਟੇਪ ਅਤੇ ਬ੍ਰਿਟਿਸ਼ ਸਾਈਨ ਲੈਂਗੁਏਜ ਦੇ ਅਨੁਵਾਦ ਵਿਚ ਮੁਹੱਈਆ ਕਰਾਈ ਜਾ ਸਕਦੀ ਹੈ।

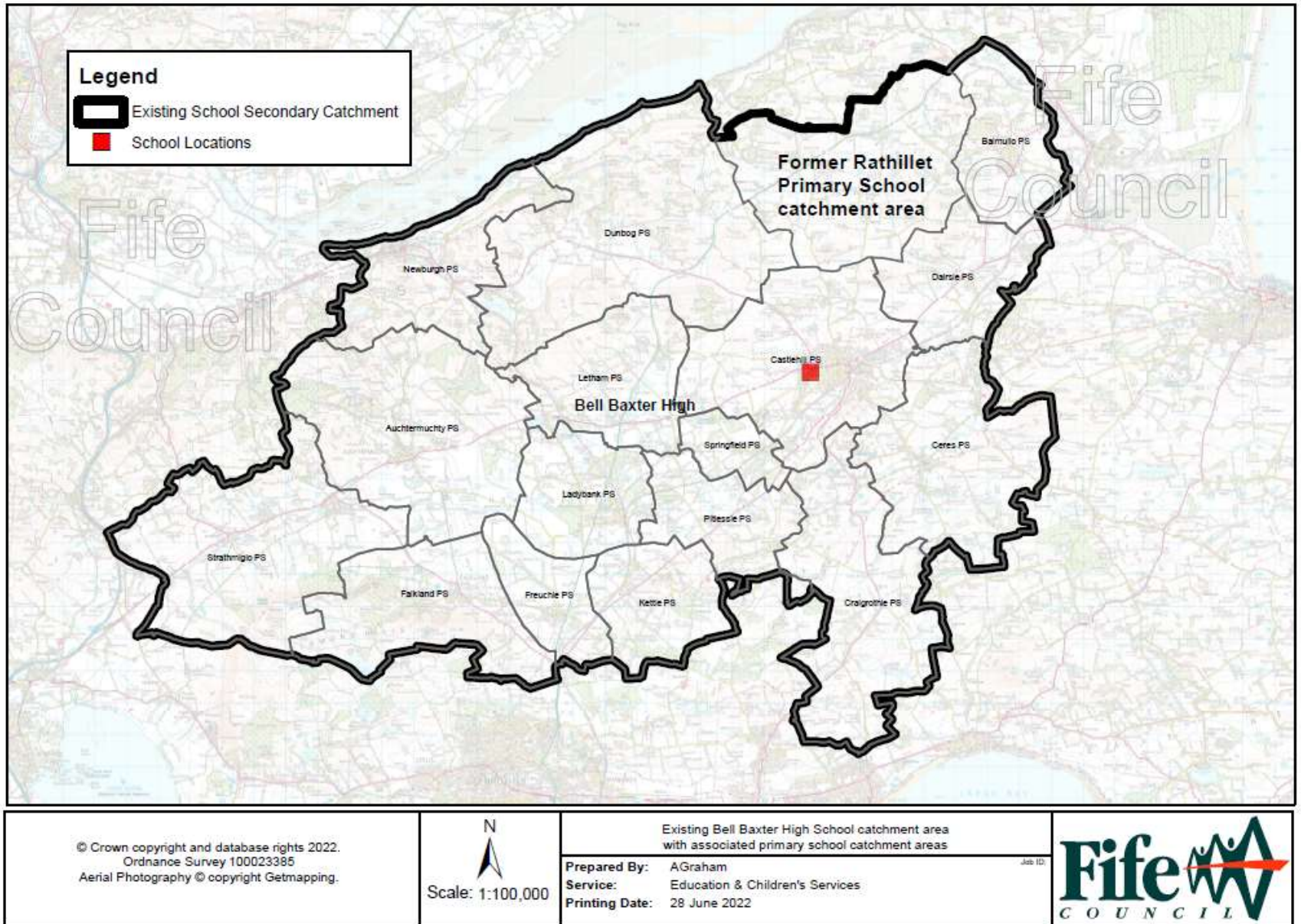
ਯੂ.ਕੇ. ਲੈਂਡਲਾਈਨ ਰਾਹੀਂ ਕਾਲ ਕਰਨ ਦਾ ਖਰਚਾ 3 ਤੋਂ 7 ਪੈਨੀਆਂ ਪ੍ਰਤੀ ਮਿੰਟ ਹੋਵੇਗਾ, ਮੋਬਾਈਲਾਂ ਦੇ ਰੇਟ ਵੱਖਰੇ ਵੱਖਰੇ ਹੋ ਸਕਦੇ ਹਨ।

03451 55 55 66 پر درخواست کرنے سے اس تحریر میں دی گئی معلومات بڑے پرنٹ، بریل، آڈیو سی ڈی/ٹیب پر اور ترجمانی والی برطانیوی اشاراتی زبان (برٹش سائن لینگویج) میں مہیا کی جاسکتی ہیں۔
کسی برطانیوی لینڈ لائن سے فون کے نرخ 3 تا 7 پنس فی منٹ ہیں، موبائل کے نرخ مختلف ہوسکتے ہیں۔

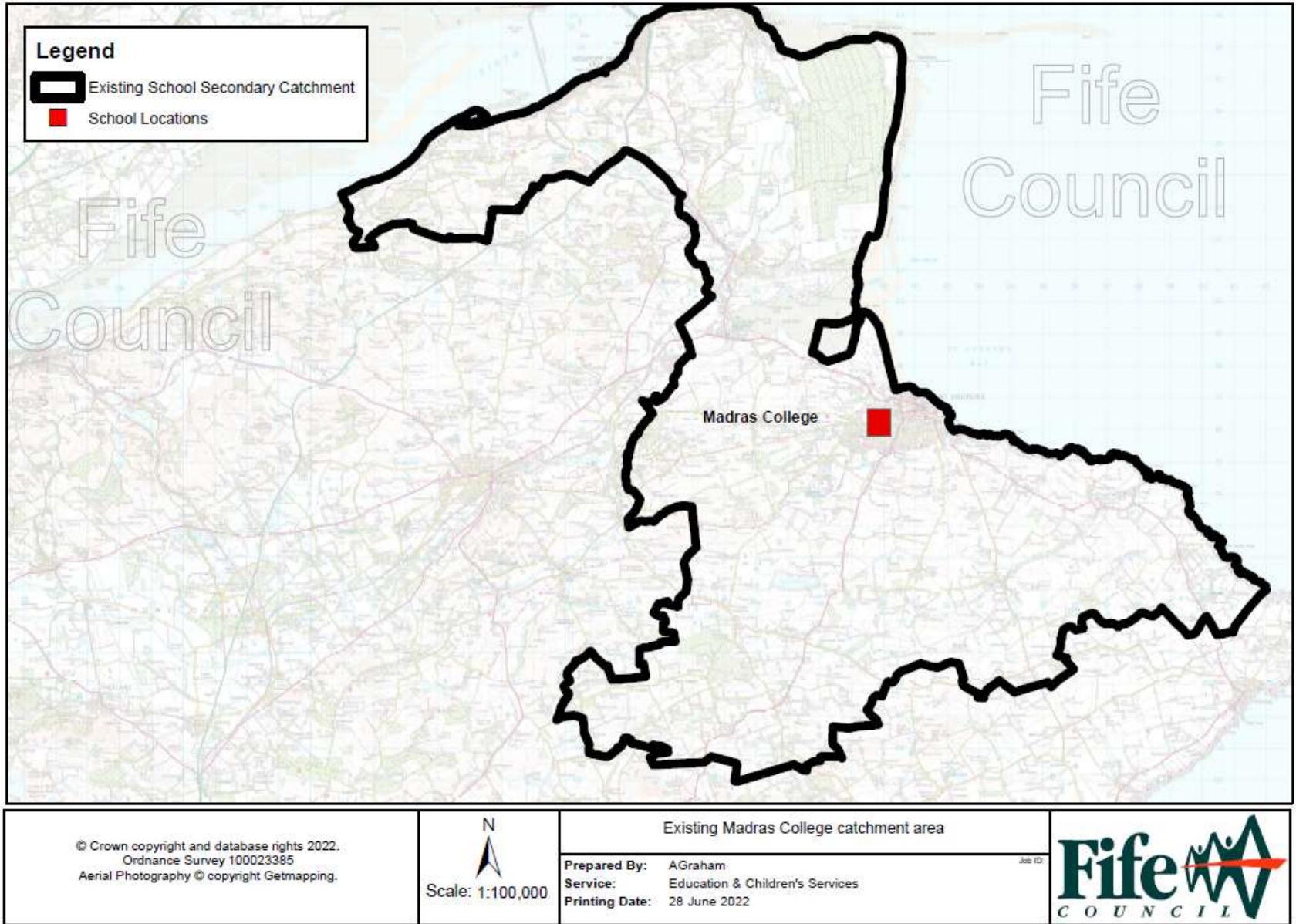


Appendix 1.2

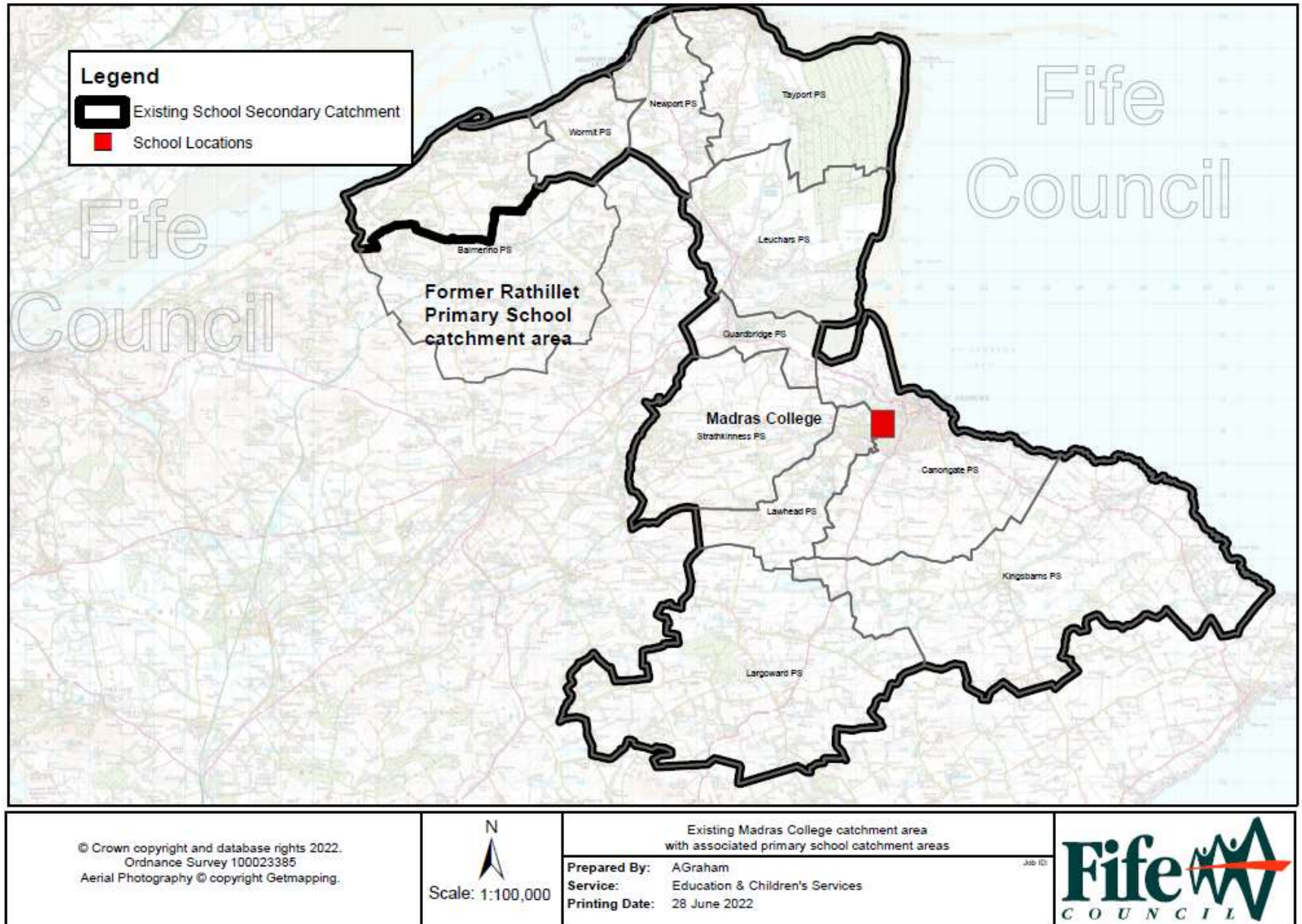
Map of existing primary and secondary catchment areas for Bell Baxter High School



Appendix 1.3 Map of existing catchment area for Madras College

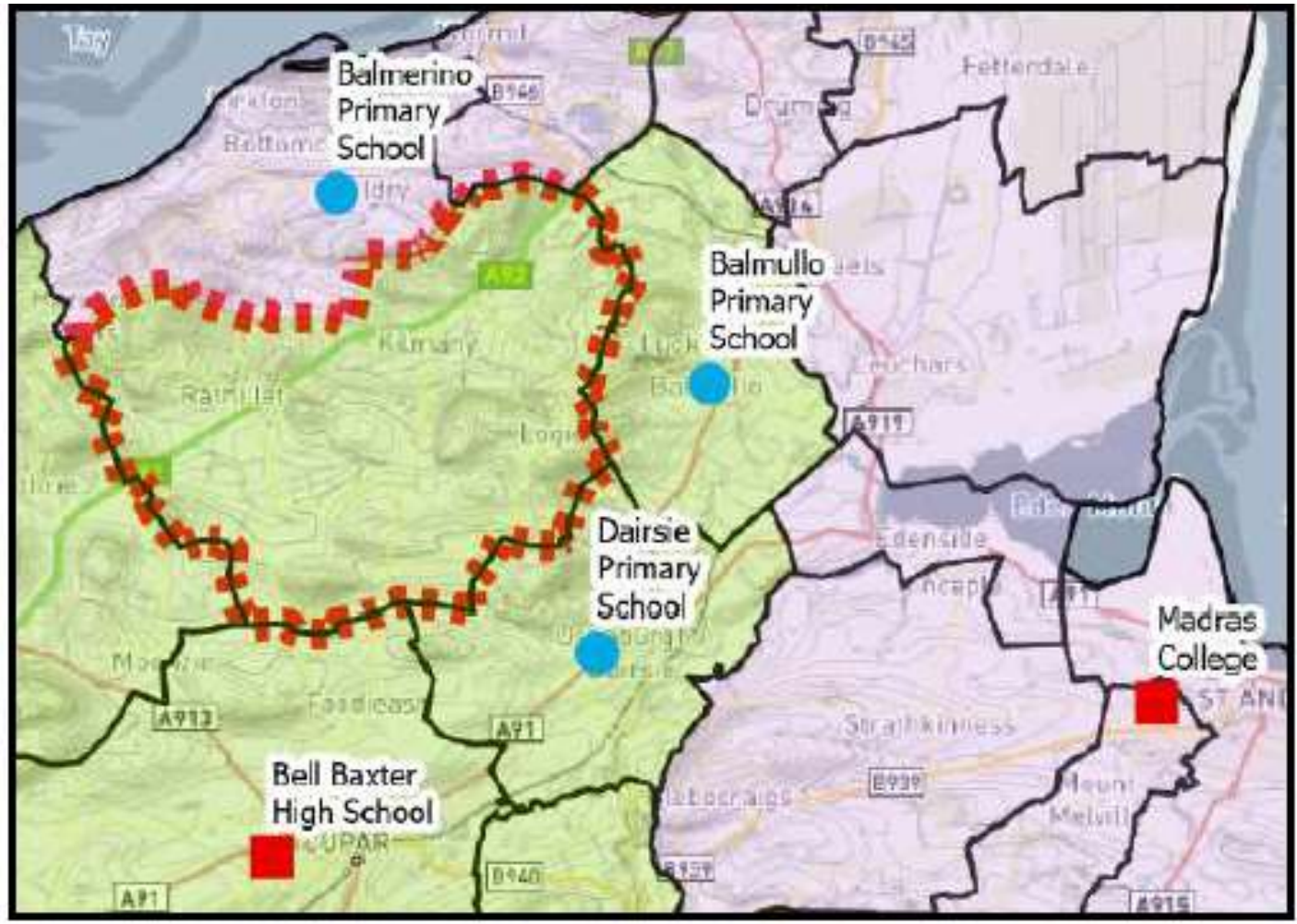


Appendix 1.4 Map of existing primary and secondary catchment areas for Madras College



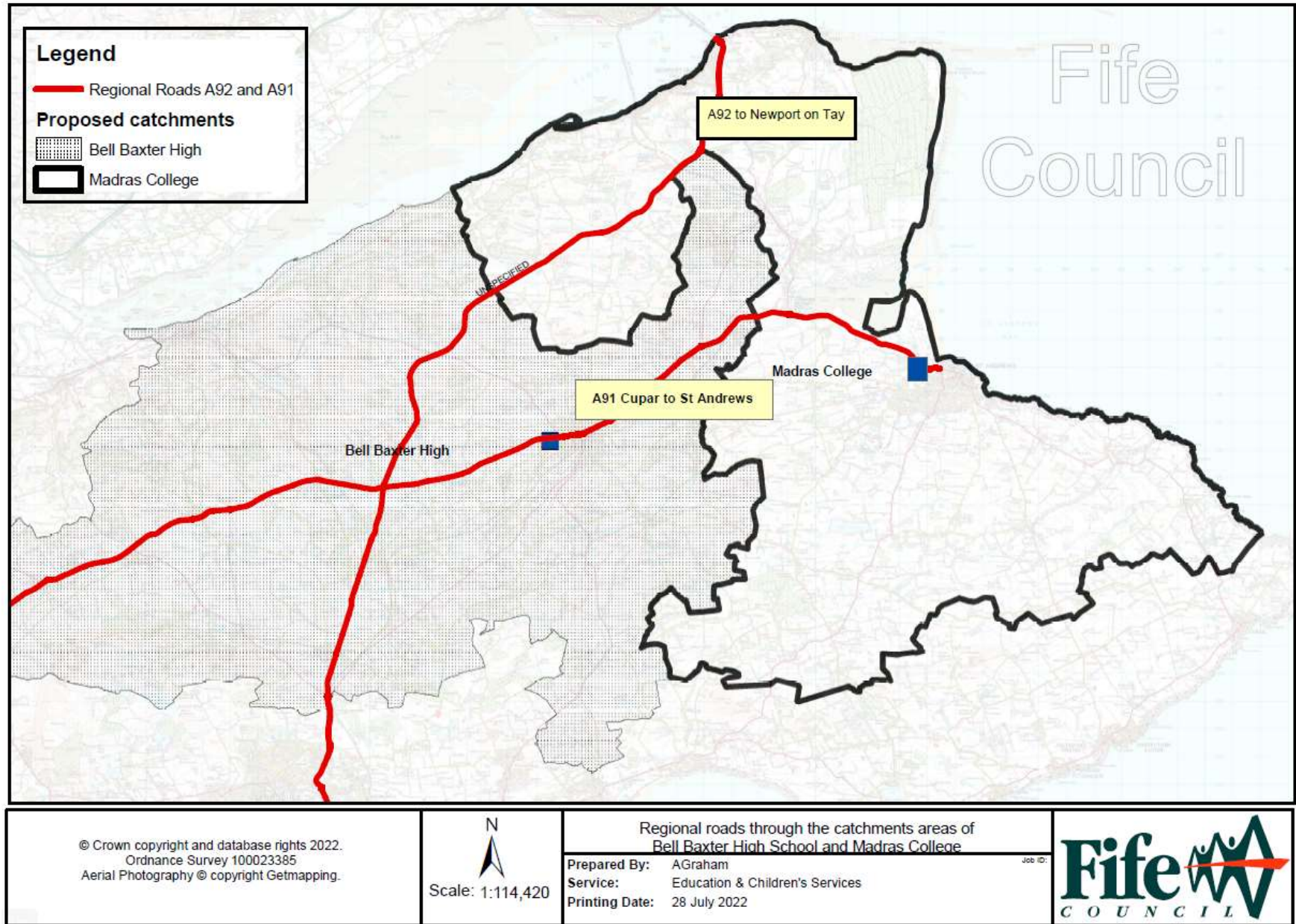
Appendix 1.5 Catchment Anomaly - addresses within the Bell Baxter High School catchment area (but within the Balmerino Primary School catchment area)

The extract to the right shows the Balmerino Primary School catchment, former Rathillet Primary School catchment area (red dashes), Bell Baxter catchment (green) and Madras College catchment area (pink) and school locations.

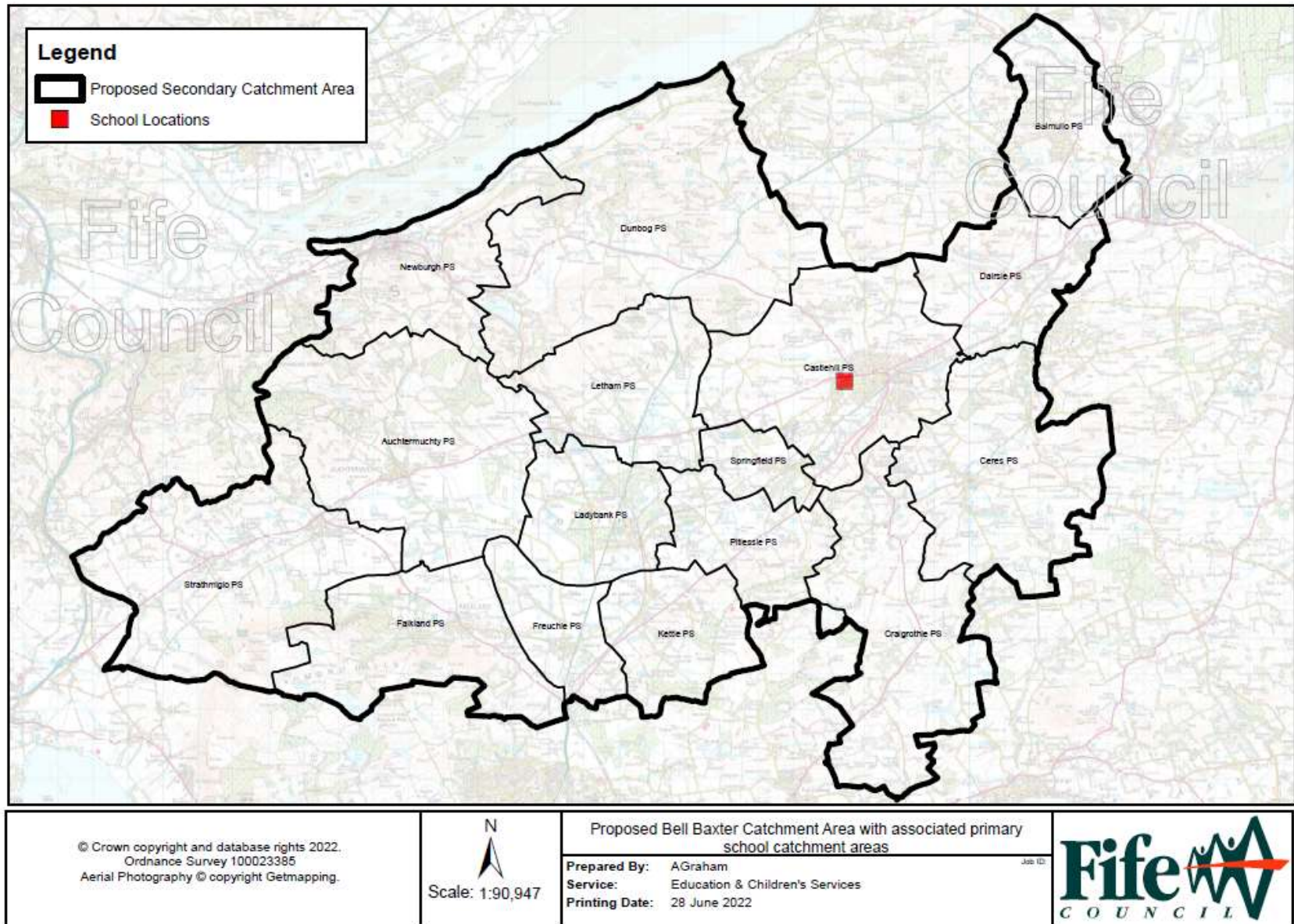


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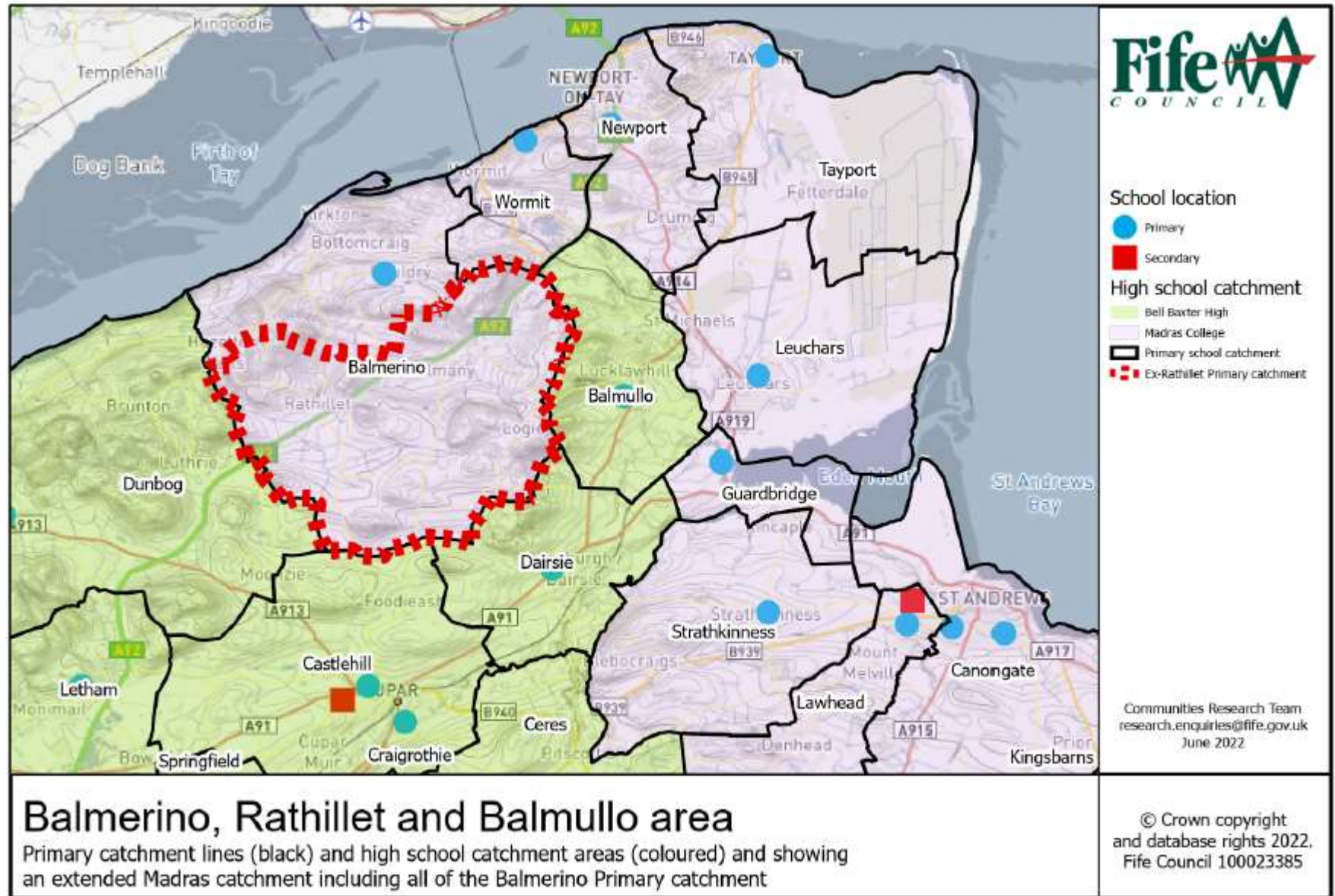
Appendix 1.6 Map showing the A92 and the route from Balmullo Primary School to Bell Baxter High School



Appendix 1.7 Map of proposed secondary catchment area, including associated primaries, for the Bell Baxter High School catchment area



Appendix 1.8 Map of proposed secondary catchment area, including associated primaries, for the Madras College catchment area



Appendix 1.9 Historic School Rolls / School Roll Projections / Core Facts

Historic School Rolls from 1990-2020 (every 2 years)

| School Name | 1990 | 1992 | 1994 | 1996 | 1998 | 2000 | 2002 | 2004 | 2006 | 2008 | 2010 | 2012 | 2014 | 2016 | 2018 | 2020 |
|-------------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Bell Baxter High School | 1608 | 1627 | 1624 | 1658 | 1584 | 1722 | 1722 | 1769 | 1823 | 1817 | 1782 | 1662 | 1615 | 1459 | 1390 | 1459 |
| Madras College | 1531 | 1613 | 1733 | 1768 | 1772 | 1839 | 1778 | 1729 | 1683 | 1621 | 1456 | 1339 | 1263 | 1288 | 1243 | 1338 |

Projected School Rolls (after rezoning proposals)

| School Name | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | 2031 | 2032 | 2033 | 2034 | 2035 |
|-------------------------|------|------|------|------|------|------|------|------|------|------|------|------|------|------|
| Bell Baxter High School | 1556 | 1553 | 1578 | 1570 | 1547 | 1542 | 1491 | 1452 | 1411 | 1381 | 1363 | 1337 | 1328 | 1325 |
| Madras College | 1418 | 1446 | 1498 | 1520 | 1536 | 1530 | 1532 | 1526 | 1508 | 1481 | 1436 | 1408 | 1371 | 1345 |

Core Facts

| School Name | Condition | Suitability | Accessibility | Maximum Pupil Capacity | School Roll Census 2021 | Occupancy |
|-------------------------|-----------|-------------|---------------|------------------------|-------------------------|-----------|
| Bell Baxter High School | B | B | A | 1696 | 1482 | 87% |
| Madras College | A | A | A | 1450 | 1378 | 95% |

Housing Development within the High School Catchment Areas

The current list of housing sites included in the school roll projection model from June 2022 is shown below. This list is based on Housing Land Audit (HLA) 2020 effective sites, strategic development area sites and planning applications received from non-HLA sites.

The totals below are based on total expected completions for each year from 2020/21 to 2039/40.

Bell Baxter High School catchment area is expected to have 2383 proposed homes which consists of 1648 new homes to be developed within the Cupar North Strategic Development Area (SDA) and 735 new homes through local plan/non-SDA sites.

Madras College catchment area is expected to have 2428 proposed homes which consists of 1090 new homes to be developed within the St Andrews West Strategic Development Area and 1338 local plan/non-SDA sites.

The SDA sites are as follows:

Bell Baxter High - Cupar North SDA (1480 units to start 2024 to 2039)

Bell Baxter High - Gilliefaulds West SDA (planning application ref. 17/00536/FULL) (168 units to start 2022-2030)

Madras College - St Andrews West SDA (760 units to start 2022 to 2040 and post 2040)

Madras College - Craigtoun SDA (370 units to start 2022-2032).

Glossary of Terms

Appendix 1.11

Core Facts

Core Facts are a series of data which are collected by local authorities to measure progress and success of a school estate strategy as well as benchmarking against other local authorities in Scotland. The core facts are used at both local and national level to:

- establish a baseline
- inform targets
- inform spending decisions
- support monitoring and evaluation of progress over time
- support assessments of value for money.

More information is available at: [School estates: core facts overview - gov.scot \(www.gov.scot\)](http://www.gov.scot/Topics/education/schools/estates/corefacts)

School Condition Rating

Condition core facts are established by professional review, carried out by the Council's Asset & Facilities Management Service. Schools are assessed against a range of criteria set down by the Scottish Government and are examined on a 5-year rolling programme.

- A: Good – Performing well and operating efficiently
- B: Satisfactory – Performing adequately but showing minor deterioration
- C: Poor – Showing major defects and/or not operating adequately
- D: Bad – Life expired and/or serious risk of imminent failure.

School Suitability Rating

Suitability core facts are established through a similar process to the condition core facts process, undertaken by Headteacher and Business Managers.

This information assesses how well the school environment supports the delivery of the curriculum against criteria laid down by the Scottish Government.

- A: Good – Performing well and operating efficiently (the school buildings support the delivery of services to children and communities)
- B: Satisfactory – Performing well but with minor problems (the school buildings generally support the delivery of services to children and communities)
- C: Poor – Showing major problems and/or not operating optimally (the school buildings impede the delivery of activities that are needed for children and communities in the school)
- D: Bad – Does not support the delivery of services to children and communities (the school buildings seriously impede the delivery of activities that are needed for children and communities in the school).

Suitability surveys are reviewed by Headteachers/Business Managers every 5 years. The last survey was completed by Headteachers in 2010. Where school investment has been carried out in a particular school, the following year's Core Facts Update will be amended to reflect any subsequent change to the condition, suitability or accessibility rating.

School Accessibility Rating

Accessibility ratings are collated by the School Estate Team, along with the Education Access Officer, who undertake surveys of all the school buildings.

These ratings are then ratified by the Accessibility Strategy Group. The ratings are classified as follows:

- A: Fully accessible
- B: Building partially accessible but Curriculum accessible
- C: Partially accessible or not currently accessible but has the potential to be made accessible
- D: Inaccessible and unable to be reasonably adapted to be made accessible.

As part of the Accessibility Strategy, there will be a number of accessible schools in each geographical area.

Strategic Land Allocations

Strategic Land Allocations are housing developments sites within Fife identified through Fife Council's Structure Plan 2006-2026 (approved May 2009). The Structure Plan also includes infrastructure developments for business and employment, town centres, retailing, housing, affordable housing, transportation and waste management. A Strategic Land Allocation for residential units range from 300 units in a small town/village to 4200 units in a large town.

Local Development Plan

Fife Council adopted FIFEplan (Fife's Local Development Plan) on 21 September 2017. This plan details the local development changes to infrastructure within settlements and include new plans with planning consent. **The Council are currently inviting communities to create Local Place Plans, which will help shape the next Local Development Plan. More information is available at [Invitation to create Local Place Plans](#) page.**

Housing Land Audit

Enterprise, Planning & Protective Services undertakes an annual audit (known as the Housing Land Audit) of the Housing Land Supply in Fife, using 1st April as the base date. The Audit monitors housing completions and makes predictions about future house building in Fife.

Homes for Scotland (representing the national house builders) and local developers are consulted on the information to be included in the Housing Land Audit to discuss and agree the Audit as far as possible. The latest publication for 2021 is published at [Planning Information and Land Use Audits | Fife Council](#)

Public Private Partnership (PPP)

There are 2 existing contracts in Fife (PPP1 and PPP2) where schools have been procured and constructed through this process. The schools are maintained for a period of 25 years by a contractor and after 25 years the building is handed to the Council for future repair and maintenance. An annual unitary charge includes design and construction, services delivery including building and grounds maintenance, finance costs, legal, insurances, management and risk.

Life Cycle Costs

Costs for replacing assets at the end of their life span. These include building, fabric, services and furniture and equipment to ensure the asset is maintain is a substantial condition.

Efficiency Range 80-100%

No local authority can effectively run at 100% occupied. The 80%-100% efficiency range allows a degree of flexibility within schools to support Curriculum for Excellence.

Cost per Pupil Calculation

The cost per pupil calculation for schools is computed in July of each year. The calculation is intended to bring together all comparable costs for each school and benchmark these at individual school level through the production of a cost per pupil figure.

The calculation is currently based on the School Revenue Budget Statements that are issued to schools in April of each year. The calculation takes into account a number of factors particularly the school roll from the last census in September of the previous year. The calculation takes schools running costs including an allocation for janitorial staffing costs. It excludes the costs for school transport, depreciation and the financing costs of schools built under PFI contract arrangements (PPP schools).

Having identified the relevant running costs for each school and by dividing these costs by the school roll this produces a cost per pupil figure which is used for comparison purposes.

Proposal Paper

The Schools (Consultation) (Scotland) Act 2010 provides that where an education authority has formulated a relevant proposal in relation to any school, it must comply with the requirements of the Act before proceeding with the proposal. One of the requirements is that it must prepare and publish a proposal paper. Section 4 of the Act provides:

4 Proposal paper

- (1) The education authority must prepare a proposal paper which—
 - (a) sets out the details of the relevant proposal,
 - (b) proposes a date for implementation of the proposal,
 - (c) contains the educational benefits statement in respect of the proposal,
 - (d) refers to such evidence or other information in support of (or otherwise relevant in relation to) the proposal as the education authority considers appropriate.

- (2) The proposal paper must also give a summary of the process provided for in [sections 1 to 17D] (so far as applicable in relation to the proposal).

(2A) Where a proposal paper relates to a closure proposal, it must also contain information about the financial implications of the proposal.

- (3) A proposal paper may include more than one proposal.

- (4) The education authority must—
 - (a) publish the proposal paper in both electronic and printed form,
 - (b) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to under subsection (1)(d), available for inspection at all reasonable times and without charge—

(i) at its head office and on its website,

- (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school,
- (c) provide without charge the information contained in the proposal paper—
 - (i) to such persons as may reasonably require that information in another form, and
 - (ii) in such other form as may reasonably be requested by such persons.
- (5) The education authority must advertise the publication of the proposal paper by such means as it considers appropriate.

Educational Benefits Statement

The Schools (Consultation) (Scotland) Act 2010 provides that where an education authority has formulated a relevant proposal in relation to any school, it must comply with the requirements of the Act before proceeding with the proposal. One of the requirements is that it must prepare an educational benefits statement. Section 3 of the Act provides:

3 Educational benefits statement

- (1) The education authority must prepare an educational benefits statement which includes:
 - (a) the authority's assessment of the likely effects of a relevant proposal (if implemented) on:
 - (i) the pupils of any affected school,
 - (ii) any other users of the school's facilities,
 - (iii) any children who would (in the future but for implementation) be likely to become pupils of the school,
 - (iv) the pupils of any other schools in the authority's area,
 - (b) the authority's assessment of any other likely effects of the proposal (if implemented),
 - (c) an explanation of how the authority intends to minimise or avoid any adverse effects that may arise from the proposal (if implemented),
 - (d) a description of the benefits which the authority believes will result from implementation of the proposal (with reference to the persons whom it believes will derive them).
- (2) The statement must also include the education authority's reasons for coming to the beliefs expressed under subsection (1)(d).
- (3) In subsection (1), the references to effects and benefits are to educational effects and benefits.

Rural School

In terms of the Schools (Consultation) (Scotland) Act 2010 a rural school is a school designated as rural by Scottish Ministers. Section 14 provides:

14 Designation of rural schools

- (1) In this Act, a “rural school” is a school which is designated as such by its inclusion in the list of rural schools maintained by the Scottish Ministers for the purposes of this subsection.
- (2) In determining the question of rurality when considering whether a school falls to be included in or excluded from the list of rural schools, the Scottish Ministers are to have regard (in particular) to:
 - (a) the population of the community (or settlement) in which the school is located,
 - (b) the geographical circumstances of that community (or settlement) including its relative remoteness or inaccessibility.
- (3) The list of rural schools is to be accompanied by an explanation of how the Scottish Ministers devised the list:
 - (a) by reference to subsection (2), and
 - (b) if they consider it appropriate, by reference to any recognised criteria available from a reliable source.
- (4) The Scottish Ministers are to:
 - (a) monitor the list of rural schools (and update it as regularly as they consider necessary),
 - (b) publish it (including as updated) in such way as they consider appropriate.
- (5) An education authority must provide the Scottish Ministers with such information as they may reasonably require of it in connection with the list of rural schools.

Special Provision for Rural Schools

11A Presumption against rural school closure

- (1) This section applies in relation to any closure proposal as respects a rural school.
- (2) The education authority may not decide to implement the proposal (wholly or partly) unless the authority—
 - (a) has complied with sections 12, 12A and 13, and
 - (b) having so complied, is satisfied that such implementation of the proposal is the most appropriate response to the reasons for formulating the proposal identified by the authority under section 12A(2)(a).
- (3) The authority must publish on its website notice of—
 - (a) its decision as to implementation of the proposal, and
 - (b) where it decides to implement the proposal (wholly or partly), the reasons why it is satisfied that such implementation is the most appropriate response to the reasons for formulating the proposal identified by the authority under section 12A(2)(a).

12 Factors for rural closure proposals

- (1) Subsection (2) applies in relation to any closure proposal as respects a rural school.
- (2) The education authority must have special regard to the factors mentioned in subsection
- (3) The factors are—
 - (a) [...]1 (Repealed by Children and Young People (Scotland) Act 2014 asp 8 (Scottish Act) Pt 15 s.80(2)(a) (August 1, 2014: repeal has effect subject to transitional provision specified in SSI 2014/165art.5)
 - (b) the likely effect on the local community in consequence of the proposal (if implemented),
 - (c) the likely effect caused by any different travelling arrangements that may be required in consequence of the proposal (if implemented).
- (4) For the purpose of subsection (3)(b) [and sections 12A(2)(c)(ii) and 13(5)(b)(ii)] 2, the effect on the community is to be assessed by reference (in particular) to—
 - (a) the sustainability of the community,
 - (b) the availability of the school's premises and its other facilities for use by the community.
- (5) For the purpose of subsection (3)(c) and sections 12A(2)(c)(iii) and 13(5)(b)(iii) 3 —
 - (a) the effect caused by such travelling arrangements includes (in particular)—
 - (i) that on the school's pupils and staff and any other users of the school's facilities,
 - (ii) any environmental impact,
 - (b) the travelling arrangements are those to and from the school of (and for) the school's pupils and staff and any other users of the school's facilities.

12A Preliminary requirements in relation to rural school closure

- (1) This section applies where an education authority is formulating a closure proposal as respects a rural school.
- (2) The authority must—
 - (a) identify its reasons for formulating the proposal,
 - (b) consider whether there are any reasonable alternatives to the proposal as a response to those reasons,
 - (c) assess, for the proposal and each of the alternatives to the proposal identified under paragraph (b) (if any)—
 - (i) the likely educational benefits in consequence of the implementation of the proposal, or as the case may be, alternative,
 - (ii) the likely effect on the local community (assessed in accordance with section

- 12(4)) in consequence of such implementation,
 - (iii) the likely effect that would be caused by any different travelling arrangements that may be required (assessed in accordance with section 12(5)) in consequence of such implementation.
- (3) For the purposes of this section and section 13, reasonable alternatives to the proposal include (but are not limited to) steps which would not result in the school or a stage of education in the school (within the meaning of paragraph 12 of schedule 1) being discontinued.
- (4) The authority may not publish a proposal paper in relation to the proposal unless, having complied with subsection (2), it considers that implementation of the closure proposal would be the most appropriate response to the reasons for the proposal.
- (5) In this section and section 13, the references to the reasons for the proposal are references to the reasons identified by the education authority under subsection (2)(a).

13 Additional consultation requirements

- (1) This section applies in relation to any closure proposal as respects a rural school.
- (2) The proposal paper must additionally—
 - (a) explain the reasons for the proposal,
 - (b) describe what (if any) steps the authority took to address those reasons before formulating the proposal,
 - (c) if the authority did not take such steps, explain why it did not do so,
 - (d) set out any alternatives to the proposal identified by the authority under section 12A(2)(b),
 - (e) explain the authority's assessment under section 12A(2)(c),
 - (f) explain the reasons why the authority considers, in light of that assessment, that implementation of the closure proposal would be the most appropriate response to the reasons for the proposal.
- (3) The notice to be given to relevant consultees under section 6(1) must—
 - (a) give a summary of the alternatives to the proposal set out in the proposal paper,
 - (b) state that written representations may be made on those alternatives (as well as on the proposal), and
 - (c) state that written representations on the proposal may suggest other alternatives to the proposal.
- (4) In sections 8(4)(c), 9(4) and 10(2)(a), the references to written representations on the proposal include references to written representations on the alternatives to the proposal set out in the proposal paper.

- (5) When carrying out its review of the proposal under section 9(1), the education authority is to carry out—
- (a) for the proposal and each of the alternatives to it set out in the proposal paper (if any), a further assessment of the matters mentioned in section 12A(2)(c)(i) to (iii), and
 - (b) an assessment, in relation to any other reasonable alternative to the proposal suggested in written representations on the proposal, of—
 - (i) the likely educational benefits in consequence of the implementation of the alternative,
 - (ii) the likely effect on the local community (assessed in accordance with section 12(4)) in consequence of such implementation,
 - (iii) the likely effect that would be caused by any different travelling arrangements that may be required (assessed in accordance with section 12(5)) in consequence of such implementation.
- (6) The consultation report must additionally explain—
- (a) the education authority's assessment under subsection (5)(a),
 - (b) how that assessment differs (if at all) from the authority's assessment under section 12A(2)(c),
 - (c) the authority's assessment under subsection (5)(b),
 - (d) whether and, if so, the reasons why the authority considers that implementation of the proposal (wholly or partly) would be the most appropriate response to the reasons for the proposal.

**FIFE COUNCIL – EDUCATION AND CHILDREN’S SERVICES DIRECTORATE
CONSULTATION RESPONSE FORM**

Proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College from 30 June 2023.

Section 1 – Your Details

(to be provided by parent/carers or interested parties to enable the local authority to inform any person who makes written representations on the proposal of the publication of the consultation report as required by the Schools (Consultation) (Scotland) Act 2010).

| | |
|-------------------------------|--|
| Name | |
| Address | |
| Postcode | |
| Email address (if applicable) | |

Section 2 - What is your main interest in responding to this consultation?

I am a parent/carer of a child:

| | |
|---|--|
| Living in the Bell Baxter HS catchment area | |
| Living in the Madras College catchment area | |

I am a parent/carer of a child attending:

| | |
|--|--|
| Bell Baxter High School | |
| Madras College | |
| Balmerino Primary School | |
| A primary school in Bell Baxter HS cluster | |
| A primary school in Madras College cluster | |
| Any nursery in the North East Fife area | |

I am a pupil attending:

| | |
|--|--|
| Bell Baxter High School | |
| Madras College | |
| Balmerino Primary School | |
| A primary school in Bell Baxter HS cluster | |
| A primary school in Madras College cluster | |
| Any nursery in the North East Fife area | |

I am a member of staff at:

| | |
|--|--|
| Bell Baxter High School | |
| Madras College | |
| Balmerino Primary School | |
| A primary school in Bell Baxter HS cluster | |
| A primary school in Madras College cluster | |
| Any nursery in the North East Fife area | |

| | |
|---|--|
| Other interested party | |
| Please explain if you are responding on behalf of an organisation or for another reason | |

Section 3 - Your Views

Question 3.1 Do you support the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College from 30th June 2023? (**please choose one** ✓)

| | | | | | |
|-----|--|----|--|------------|--|
| YES | | NO | | DON'T KNOW | |
|-----|--|----|--|------------|--|

If NO, what are your reasons? (please list these below)

| |
|--|
| |
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| |
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| |
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| |

Are there any further comments on the proposal you would like to make?

| |
|--|
| |
| |
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| |
| |

Section 4 - About You

The following questions are **voluntary**. They are to assist Fife Council in fulfilling its obligations under the Equality Act 2010 in relation to the proposal. Your responses to these questions are confidential.

1. What is your age? Please choose one (✓).

| | | | | | | | |
|-------------|--|-------|--|-------|--|-------------|--|
| 18 or under | | 25-34 | | 45-54 | | 65-74 | |
| 19-24 | | 35-44 | | 55-64 | | 75 and over | |

2. What is your gender? Please choose one (✓).

| | | | | | | | |
|------|--|--------|--|------------|--|-------------------|--|
| Male | | Female | | Non-Binary | | Prefer not to say | |
|------|--|--------|--|------------|--|-------------------|--|

3. What is your ethnic background? Please choose one (√).

| | |
|-------------------------------------|--|
| White Scottish | |
| Other White British | |
| Other White background | |
| Mixed or multiple ethnic background | |

| | |
|---|--|
| African | |
| Asian, Asian Scottish, or other Asian British | |
| Caribbean or Black | |
| Other ethnic background | |

4. Do you consider yourself as having a disability? Please choose one (√).

Yes No

Thank you for taking part in this consultation. For further information on how we use your data please visit: www.fife.gov.uk/privacy/education

Please complete online at www.fife.gov.uk/madrasbellbaxtercatchmentreview **or** return this form by post to: Bell Baxter High School/Madras College Catchment Review, Education & Children's Services Directorate, Fife Council, 4th Floor (West), Fife House, North Street, Glenrothes, KY7 5LT **by close of business on Thursday 1 December 2022.**

Appendix B – Responses to the Consultation Response Form

The online consultation response form was used to gather feedback from parents/carers, pupils, staff and interested parties on whether they were in support or not in support of the proposal to rezone the secondary catchment areas of Bell Baxter and Madras College. The form is included as Appendix 1.12 of the proposal document (which is Appendix A of this document) and was made available, in hard copy, to all of the affected schools, for those parents/carers who were unable to access online technology. It was also made available online at [Rezone the catchment areas of Bell Baxter High School & Madras College | Fife Council](#) and the hyperlink included in the Notice of Consultation.

During the consultation process a total of 45 responses to question 3.1 on the Consultation Response Form were received. The table below provides details of the responses.

| | 3.1 Do you support the proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College from 30 June 2023? (please choose one ✓) | | | | | |
|--|--|-------------|------------------------------------|------------|--|------------|
| Parent/Carer of a child living in the: | Consultees who responded Yes | % | Consultees who responded No | % | Consultees who responded Don't know | % |
| Madras College catchment area | 4 | | 6 | | 1 | |
| Bell Baxter HS catchment area | 6 | | 23 | | 1 | |
| Unknown | 1 | | 3 | | 0 | |
| Total | 11 | 24.5 | 32 | 71 | 2 | 4.5 |
| Parent/Carer of a child attending: | Consultees who responded Yes | % | Consultees who responded No | % | Consultees who responded Don't know | % |
| Bell Baxter HS | 1 | | 0 | | 0 | |
| Madras College | 1 | | 3 | | 0 | |
| Balmerino PS | 0 | | 0 | | 1 | |
| A primary school in the Bell Baxter HS Cluster | 6 | | 22 | | 1 | |
| A primary school in the Madras College cluster | 2 | | 4 | | 0 | |
| Any nursery in the North East Fife area | 1 | | 1 | | 0 | |
| Total | 11 | 26 | 30 | 70 | 2 | 4 |
| Pupil attending: | Consultees who responded Yes | % | Consultees who responded No | % | Consultees who responded Don't know | % |
| Bell Baxter HS | 0 | | 1 | | 0 | |
| Madras College | | | 1 | | | |
| Balmerino PS | | | | | | |
| A primary school in the Bell Baxter HS Cluster | | | | | | |
| A primary school in the Madras College cluster | | | | | | |
| Any nursery in the North East Fife area | | | | | | |
| Total | 0 | 0 | 2 | 100 | 0 | 0 |

| | Do you support the proposal to rezone the catchment area of Bell Baxter High School from 30 June 2023 and to rezone the catchment area of Madras College from 30 June 2023? (please choose one ✓) | | | | | |
|--|---|-------------|------------------------------------|-----------|--|------------|
| Member of staff at: | Consultees who responded Yes | % | Consultees who responded No | % | Consultees who responded Don't know | % |
| Bell Baxter HS | | | | | | |
| Madras College | | | | | | |
| Balmerino PS | | | | | | |
| A primary school in the Bell Baxter HS Cluster | 0 | | | | | |
| A primary school in the Madras College cluster | | | | | | |
| Any nursery in the North East Fife area | | | | | | |
| Total | 0 | | 0 | 0 | 0 | 0 |
| Other Interested Party | 0 | | 0 | | 0 | |
| Total | 0 | | 0 | | 0 | |
| OVERALL TOTAL | 11 | 24.5 | 32 | 71 | 2 | 4.5 |

Appendix C - Comments Returned on the Consultation Response Form

The Consultation Response form is reprinted at Appendix 1.12 of Appendix A to this document.

Comments made under 3(a) of the Consultation Response Form – if No, what are your reasons?

| | |
|----|--|
| 1 | As above ,balmullo should but have been discounted from being changed catchments |
| 2 | As above it's unsettling and we do what we can as parents to work towards secondary where already allocated and moved house here on basis of the catchment. We won't cope at Bellbaxter as too large a school |
| 3 | The redone of the catchment area should include Balmullo Primary school. Which is closer to madras and in the last 2 years the majority of children attending Madras from Balmullo has been almost 90% of the children. |
| 4 | Balmullo should be rezoned to madras |
| 5 | I think Balmullo should stay with Bell Baxter cluster. I have no real opinions on Balmarino's situation. |
| 6 | I believe Balmullo Primary should be included in the Madras catchment area |
| 7 | Balmullo is closer to Madras than Balmerino therefore should take priority of reviewing boundaries. |
| 8 | I am concerned that the opportunity for Balmullo children to access Madras in future will be reduced by the proposal, if not made impossible. |
| 9 | I think Balmullo should become catchment for Madras |
| 10 | My children attend Balmullo Primary School and I would like them to have the choice to attend Madras College. |
| 11 | I strongly believe at this time Balmullo Primary school should be included within the rezone. The figures quoted from the 2021 census is 50% split of S1-S6 pupils. However in the previous 3 years, there has been a far higher percentage of placing requests made to Madras from Balmullo. In some years over 90%. |
| 12 | I strongly believe Balmullo should be the Madras catchment and so the option to rezone should include Balmullo primary |
| 13 | Balmullo students should be able to choose Madras as secondary school. In the past several years, more students from Balmullo are attending Madras than Bell Baxter. Ray bridgehead pupils are much farther away from Madris, yet they are in catchment. This makes no sense |
| 14 | I already have an older child attending Bell Baxter and wish my two Primary aged children to attend Bell Baxter as their catchment school. One of the reasons we moved to Balmullo was that Bell Baxter was the designated high school. |
| 15 | My twin girls attend Balmullo Primary school. We live in Guardbridge and part of the reason we bought a house there, in the new Persimmons development, was the catchment for Madras. I'm extremely concerned with this proposal that my children will be completely cut off from their 7 year friendships once they complete Primary school and are then sent to a new high school without any of their peers. It doesn't make sense that Balmullo Primary would be in the catchment for Bell baxter but Wormit isn't when it's closer to Madras especially since the new site was built. |

| | |
|----|--|
| 16 | The rezoning Balmullo PS to Bell Baxter HS with limited acceptance to Madras college via transfer requests means a great deal of disturbance as we bought our place in Balmullo on the basis of Madras entrance for secondary school. Most of our children's friends outside school will be attending Madras (from their golf, tennis lessons), therefore our children will struggle at Bell Baxter. We are also a multi cultural family, therefore Madras will offer more stable and familiar setting for our children we believe. The options should be allowed to Balmullo pS families which secondary school to attend as it is. |
| 17 | Balmullo should be rezoned to Madras due to the proximity to St Andrews. Balmerino and Rathillet should be re zoned together to Bell Baxter as they are closer there. Balmullo pupils have more connections with clubs etc in St Andrews |
| 18 | I strongly believe the option to rezone should include Balmullo Primary School. Balmerino and Rathillet are both closer to Bell Baxter than Madras. Rathillet would have to cross Bell Baxter catchment area to get to Madras. If the goal is just that Rathillet and Balmerino are in the same secondary catchment then Bell Baxter makes more sense. Balmullo on the other hand is in fact closer by distance to Madras. Many kids at Balmullo have strong rugby ties with the Madrascals and want to go on to play for Madras. |
| 19 | I want my children to have the opportunity to attend Madras |
| 20 | I strongly believe the option to rezone should include Balmullo Primary School. Balmerino and Rathillet are both closer to Bell Baxter (time and distance). Rathillet would have to cross Bell Baxter catchment area to get to Madras. If the goal is just that Rathillet and Balmerino are in the same secondary catchment then Bell Baxter makes more sense. Balmullo on the other hand is in fact closer by distance to Madras. Many kids at Balmullo have strong rugby ties with the Madrascals and want to go on to play for Madras. |
| 21 | Balmullo children have strong connections to St Andrews/Madras already due to the close proximity, club ties(football/rugby/swimming ect.) and local friendships already developed with the local madras catchment. |
| 22 | The rezoning should include Balmullo! |
| 23 | I strongly believe Balmullo should be included in the rezoning proposal |
| 24 | I want Balmullo included in the rezoning |
| 25 | I would like to see Balmullo become the catchment area for Madras. My son has been playing with Madrascals rugby in St Andrews for past few years and has made super friends in St Andrews. Our oldest son is already at Madras. As it is equal distance to Madras and Bellbaxter I think pupils should be allowed to choose. |
| 26 | The proposed schools (Balmerino/Rathillet) are a shorter distance to Bell Baxter and should directly fit into that catchment zone. In a world where carbon footprint is now heavily focussed on in all large organisations, it is disappointing to see Fife Council propose approx. 80 miles additional travel per week for Rathillet alone vs that of the travel to Bell Baxter |
| 27 | I wish Balmullo primary to remain in madras catchment as I intend to send my son madras |
| 28 | I believe that Balmullo Primary School should be rezoned to the Madras cluster as it is geographically closer than Cupar and much of the work done in the school is as part of the community with links to the other feeder primaries, the military base at Leuchars and sports clubs in the area. My eldest is at Madras and is thriving and I would like my daughter to be at the same school benefiting from the same opportunities. |

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| 29 | Balmullo primary should be included in the rezoning of madras. Madras is nearer to balmullo, Balmullo is surrounded by areas included in the Madras catchment area. Balmullo comes under a St. Andrews postcode. |
| 30 | Currently Balmullo primary is closer to Madras and my child in P1 plays sports in St Andrews and would like to continue playing for Madras. |
| 31 | I want my children to attend Madras due to location, work, childcare support from family based in St Andrews. I understand that it will be difficult for them to get in as a result of the rezoning and they may be turned away. It makes no sense that pupils who live further away from St Andrews and closer to Bellbaxter have priority over pupils in Balmullo. These reasons are historical and political, not logical or justified for present circumstances. |
| 32 | My children attend Balmullo primary school and will be attending madras college in St Andrews. The catchment areas are extremely outdated and need a complete review. Furthermore, a KY16 postcode has every right to attend the school in which has the same postcode. |
| 33 | I don't see the point or understanding of the change, if it ain't broken there for it's not needing fixed |

3.2 Comments made under 3(b) of the Consultation Response Form – Are there any further comments on the proposal you would like to make?

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| 1 | I seriously think Balmullo Primary should now be in the Madras cluster. To receive clarification on your figures regarding Balmullo children attending Bell Baxter and Madras College over the last 4 years. What period of time have you taken the figures stated. |
| 2 | Change balmullo catchment to madras .also would like to know what the data for 49children to bell Baxter and 50 to madras what time frame that was over as last year over 90% requested placement in madras. We live in Balmullo and want our children to go to madras as it's closer but this option was discounted because apparently this will cost fife council more ...why??the school is closer to us and there is already a service bus the children go on for free.all the local primary schools we interact with go to madras. |
| 3 | Keep as is. Concern for my son not being with peers as we have set up for him to go to St.Andrews groups etc at this stage already planning for where he will be at secondary. Changes to the boundary and schools in Tayhead Tayport/Newport and Wormit is really had as all children are struggling to be in their community already..so attended Madras is a reasurance fir them all in later life we are working towards. |
| 4 | Balmullo has a KY16 post code, mist of our children attend extra curricular activities in St Andrews. All surrounding areas are within the madras catchment area. Madras College is closer to Balmullo. The numbers quoted do not aShow a true reflection of what is actually happening in recent years. |
| 5 | Balmullo rezoned to madras |
| 6 | Include Balmullo Primary School in the rezone of catchment area from BBHS to MC. Madras College is now parents/ carers preferred choice of high school. MC's new location and proximity makes it very accessible to Balmullo pupils. |
| 7 | Balmullo and Dairsie children (Bell Baxter cluster) already mix together, at the Fife council run after school club, beavers/cubs/scouts, AM soccer and various other groups. |

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| 8 | It was my understanding that the design of Madras was such to allow expansion funded by developers of any new housing. Our eldest is at Madras and we would like our youngest to follow. |
| 9 | We would like Balmullo added to the Madras catchment area. |
| 10 | Currently have an older sibling at Madras. I wish my child to go to Madras. |
| 11 | Balmullo falls right in the middle of the Madras catchment so it makes sense for Balmullo children to have the opportunity to attend there. This is essential for them to maintain friendships and socialise as public transport is much more accessible to St Andrews and the Madras catchment than the Bell Baxter catchment. |
| 12 | Surrounding areas in the Madras catchment so better after school interaction |
| 13 | Allow Balmullo primary school children and families a choice to attend Madras. Such a sudden change will cause a chaos, after the pandemic it's another thing to cause instability in children's academic journeys. |
| 14 | I believe it makes the most sense to have Balmullo in the Madras catchment area |
| 15 | Current decision appears not to appreciate the fundamental options available in regard the geography of the schools. Why a local school to Madras (with a St Andrews postcode, 12 min drive) is overlooked, and a school positioned much further away (approx. 27 min drive) is even in consideration. And to further compound the frustration, Balmerino/Rathillet is a much shorter commute to Bell Baxter (average 12 min drive) Regardless of current catchment zones, to me it makes more sense to rezone Balmullo to Madras and Balmerino to Bell Baxter. The proposed restructuring affecting Balmullo pupils' ability to apply for future placement at Madras college |
| 16 | There would be many benefits of changing Balmullo primary catchment area to Madras. Many of the children have social ties with the St Andrew community as it is the closest town to us. The majority of children are choosing to attend Madras not only because of the new building but because of the poor reputation and failing of older siblings who are attending/ attended Bell Baxter. Balmullo is closer in distance and many parents work within st Andrews local area. If the aim is to merge 2 primaries to the same catchment school then it would make sense to send both to BBHS and change Balmullo to Madras and this would accommodate any capacity issues. I have one child currently at Madras and 2 children who attend Balmullo primary. I strongly believe that our catchment area should be rezoned to Madras over other considered primaries as Madras is the closest High School to us. My children have social ties within the local community of St Andrews. |
| 17 | I have not enjoyed my time at Bell Baxter and wanted to attend Madras for the social aspects. Due to my parents being unable to afford the cost of paying bus travel to Madras my wellbeing has been compromised. St Andrews is the closest town to my family and it is where my parents work. I feel my postal address being registered as a st Andrews area I should be attending the High School which is closest to me. I wish for Balmullo to be included in rezoning proposals |
| 18 | I would like my travel to school to be one that does not cause me anxiety due to how the bus company treats me because I am not a catchment pupil. I enjoy Madras and did not want to attend BBHS after the treatment my brother faced. I have all my friends at Madras and within the St Andrews community which is important for my wellbeing. I attended Madras and wish for my travel to be valid for me to attend school without the anxiety of being asked to get off the bus if the catchment school fill up the bus. |

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| 19 | A huge part of adolescence is developing and cultivating friendships. Currently Balmullo primary school builds links with the Madras feeder primaries and with other parts of the local community such as the military base. I think there will be a huge impact on the mental health of our children and young people if they feel geographically isolated from new friends (think how far the Bell Baxter catchment extends to). Many children are already involved in sport within this community or have siblings at Madras. The idea that there will be a big split in the village with older siblings at madras and younger siblings at Bell Baxter is upsetting and something many families will find hard to cope with. |
| 20 | Balmullo primary should be included in the catchment for Madras as it is closer. |
| 21 | Madras is 6.2 miles away (13 mins) and Bellbaxter is 6.7 miles away (15 mins). Balmullo is classed as St Andrews and Balmullo addresses are under St Andrews, Fife. Therefore the idea of children being turned away who live in Balmullo is illogical. That there is no bus service and current Balmullo Madras pupils have difficulty with transport is also unfair and it will remain that way if the catchment is not changed to accommodate Balmullo children. The majority of parents at Balmullo primary school intend to send their children to Madras (based on a poll done by parent Council) and many are concerned about the situation. |
| 22 | I want my children to go to Madras, not Bell Baxter, and need bus support for that to happen. |
| 23 | I suggest all areas need looked at and resined correctly. It is completely outdated on the map. Such as kingsbarns, Crail etc are resined to Waid academy. Ky15 postcodes should be attending the school that comes under ky15 which is bellbaxter. Taking Balmullo out of madras college catchment area is most definitely not an option when we share the same postcode as St Andrews. |
| 24 | We live in the balmerino catchment but children attend Balmullo primary. We are more likely to send them to Madras due to work and their friends preferences for high school. However currently it would be hard to get them there due to kilmany being in the bell Baxter catchment so there is only a bus to Cupar. If the catchments were rezoned it would make it much easier for the children to attend our preferred school. |
| 25 | My child attends Balmullo Primary School. I would like for her to attend Madras College for her secondary school years |
| 26 | I would like my child to attend madras college |
| 27 | I have a child attending Madras out of Cachment and one attending Balmullo primary (in Bell Baxter catchment) |
| 28 | I strongly believe Balmullo should be included in the rezoning proposal based on distance to Madras being shorter and Balmullo coming under a St Andrews postcode |
| 29 | I don't understand why this needs to change |

Appendix D – Pupil Consultation Feedback

Pupil consultation sessions were set up in Bell Baxter High School and Madras College for pupils within S1-S6 year groups to take part. In addition, a session was also held with 2 groups from Balmerino Primary School for pupils within P4-P7 groups. These meetings took place on Tuesday 8 November and Thursday 10 November, to discuss with pupils the proposed plans to rezone the catchment area.

The Quality Improvement Officer or Team Manager outlined the proposal and what that would mean for the catchment areas of Bell Baxter High School and Madras College and the reason for the visit. A number of questions, listed below, were posed to pupils to allow officers to gather information and feedback. A series of pictures were shown to the primary pupils to ensure they understood the process and what a consultation would mean for them. A display board showing maps was also used to ensure all the pupils understand the catchment area and what the catchment area would look like should the proposal was approved.

As part of the Statutory Consultation, we want to come out and speak to pupils about the proposals that we are consulting on. The views of our pupils are really important to us. Officers also advised the pupils that Education Scotland may come out to see the schools and will speak to a number of pupils, the Headteacher and parents. Officers explained to the pupils that their comments would be recorded, form part of a report, and a decision will be made in future by our elected members, with an explanation given on the role of an elected member.

Primary - Balmerino

- Set the scene – What is a consultation? What is a catchment area for Primary and Secondary?
- Are you aware of a consultation proposal to look at allocating all children attending Balmerino PS to Madras HS?
- Has this been discussed at home or in school?
- Are pupils aware of what that may mean for them?
- Any other comments or worries?

Secondary Ball Baxter / Madras

Gather views and feelings about:

- Are you aware of a consultation proposal to look at changing the Secondary catchment area for some pupils who may have attend your school in future?
- Has this been discussed at home or in school?
- Do you think this change (<10 pupils) will make any difference to your time in school / educational experience?
- Will this have any impact on your school?
- What do they think of new pupils joining / new pupils not joining the school?
- Would they have any concerns for more or less pupils?
- Is it more equitable for all young people in Fife to have an entitlement to only one catchment secondary school?
- Do you have any other comments you would like us to note in relation to the consultation proposal?

Bell Baxter High School – Tuesday 1 November 2022

The first group consisted of 8 pupils from S1-S3 pupil. None of the pupils had heard about the consultation nor had it been discussed at home or in school.

The pupils highlighted that it is a benefit for all pupils for a P7 year group to attend the same secondary school, as if only a small number attend Bell Baxter they might not know many pupils. A larger P7 group are likely to make more friends at high school.

All pupils agreed that if all pupils attended the same primary school as shown on the maps, they should all have the same secondary school catchment.

All of the pupils felt that it would not make a difference to them or the size of the school roll if the former Rathillet PS area was rezoned to Madras College as there were fewer than 10 pupils affected by the proposal. The benefit to the pupils is they would all transition to the same school.

The second group consisted of 2 pupils from S4-S6. None of the pupils had heard about the consultation nor had it been discussed at home or in school.

This group also felt that it would be better for P7 pupils to transfer to one secondary school as it is a big change with friendship groups and having some existing friendship groups will help. It should also help with the transport arrangements, transporting all pupils from the same area.

One of the pupils identified the challenge if a parent still wanted to send their child to Bell Baxter High School and the Quality Improvement Officer advised they could still do this through a placing request application.

As there are less than 10 pupils affected, the group felt that this would have little impact on the school roll at Bell Baxter High School as the numbers were very small and Bell Baxter High School was a large school.

The pupils asked if pupils already within Bell Baxter High School would be expected to move and it was outlined to the group that this would not be the case. Any existing pupil would not be expected to move.

Madras College – Tuesday 1 November 2022

There were 7 pupils who attended the pupil consultation meeting from S1-S6 year groups. Only 2 of the 7 pupils had heard about the consultation through discussion at home with parents.

The pupils commented on the benefits of all P7s pupils from a school moving to one high school as it is not as hard to socialise with new pupils if you know pupils from your primary school. If only half the class chose to go to the same high school, pupils felt that P7s would only know a small number of pupils.

Pupils felt that the bus transport could be an issue and would there be space on the bus for the additional pupils. It was explained to the pupils that the council must provide bus transport for catchment pupils who are entitled to travel.

All of the pupils felt that it would make no difference to the overall number of pupils at Madras College if the former Rathillet PS area was rezoned to Madras. It should not impact on the experience for the other learners in the school.

The pupils asked what the current position was in relation to pupils from the former Rathillet Primary School catchment area and it was explained to them that they were given a choice at P7, to either attend Bell Baxter High School or Madras College with their P7 peers.

There was concern if a sibling is already attending Bell Baxter High School and it was outlined that parents could still choose to make a placing request application to attend Bell Baxter High School.

Balmerino Primary School – Thursday 10 November 2022

Two groups of pupils were involved in the pupil consultation. The first group consisted of 8 pupils from P4 and P5 stages.

None of the pupils were aware of the consultation as it had not been discussed at home or in school.

All of the pupils within this group felt that it was important that all pupils moved to the same secondary school. The pupils have the same group of friends so it will be easier for them to transfer to the same school. The pupils also felt that if they go as a group, it will make it easier for them also to make new friends.

Five of the 8 pupils had older siblings in the school and all these pupils felt it was important to attend the same school as their older siblings. Having an older sibling at the same school ensures there is support should they need it.

The pupils felt it would not make a difference to the school numbers at Madras if the small number of pupils from the former Rathillet PS catchment area attended Madras, as almost all pupils already go there. The pupils understood they had a choice at P7 and that this would no longer be available if the proposal was approved. The pupils understood that the pupils would be staggered when they started. For example, P1 would not go at the same time as P4.

The pupils feel that it is better for all pupils to get one choice of secondary school not some pupils with 2 choices.

The only issue that has been raised is if a pupil decided to go to Bell Baxter High School and their friends attend Madras College they may be sad to be separated from friends.

The method of travel to school was split between pupils with 4 pupils walking and 4 pupils travelling by car each day.

The second group at Balmerino Primary School included 8 pupils from P6 and P7. Three of the 8 pupils had heard about the proposal.

All of the pupils felt that all of the P7 should transfer to the same secondary school. They felt that it may cause stress if pupils want to go to another school and their friends wish to do the same.

The pupils also felt that the same rules should apply to all pupils in that they can only transfer to one secondary school.

A few of the pupils had older siblings in Madras and felt it was important to attend the same school.

The pupils felt that the small numbers of pupils would not make a difference to the numbers of pupils at Madras College.

All of the pupils agreed that the catchment area should change.

The travel to school was split between pupils with 6 pupils travelling by car/bus/taxi and 2 pupils walk to school each day.

Summary

It is clear from discussion with the pupils at Balmerino Primary School and the pupils from the two secondary schools that all pupils feel it is important that a cohort of Primary 7 pupils from a primary school should attend the same secondary school. All pupils felt that the small number of pupils from this area would not make any difference to the numbers attending Madras College.

**Appendix E - Other Written Representations Including
Requests for Information (whether Freedom
of Information or otherwise)**

There were no other written representations received.

Appendix F - Record of Public Meetings

As detailed in the Notice of Consultation, the proposal document and as advertised by other means, 2 public meetings were arranged and 4 drop-in sessions at different times of the day, in Balmerino Primary School, Bell Baxter High School and Madras College to provide flexibility for parents/carers and other stakeholders. There were fewer than 5 people who attended the meeting at Madras College and fewer than 20 attendees at the meeting held at Bell Baxter High School.

Although drop-in sessions were promoted in the Notice of Consultation and advertising as well as through schools, there was no uptake by parents/carers or interested parties at these events.

FIFE COUNCIL – EDUCATION AND CHILDREN’S SERVICES DIRECTORATE Public Consultation Meeting held at Madras College Monday, 31 October 2022 at 6.00 pm

Attendees:

Shelagh McLean, Head of Education & Children's (SMcL)

Avril Graham, Team Manager (AG)

Lyn Meeks, Quality Improvement Officer (LM)

Ken Currie, Headteacher

Kim Lawson, Note Taker

Carole Scott, Note Taker

3 people attended the meeting.

Shelagh McLean (SMcL) opened the meeting by introducing Fife Council representatives.

This was the first of two formal public meetings and informal drop-in sessions, scheduled in respect of the Schools Consultation Act (Scotland) (2010), following the decision by the Cabinet Committee of Fife Council which authorised the Education & Children’s Services Directorate, on 22 September 2022, to consult with parents and pupils on the proposal to rezone the catchment areas of Bell Baxter High School and Madras College.

The statutory consultation period is from Wednesday 5 October 2022 to Thursday 1 December 2022.

Questions were requested at the end of the presentation and any questions that arose after the meeting could be sent in as outlined in the proposal paper. A summary of these questions would form part of the final report.

SMcL delivered a PowerPoint presentation on the proposal, highlighting the educational benefits of the proposal, along with a site map.

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| Question | Parent Where did the figures come from regarding how many children moved to Bell Baxter/Madras? For the last three years numbers have been top-heavy for Madras. Last year only one child went to Bell Baxter and twelve chose Madras, 2020 – nine to Madras and six to Bell Baxter and 2019 – fourteen to Madras and four to Bell Baxter. |
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| Response | SMcL The figures are taken from matching catchment primary to catchment secondary. AG added that numbers are taken from the 2021 census, as the 2022 census is not yet available. We match pupils from postcode addresses to their catchment area schools. |
| Question | Parent Why was Balmullo Primary School dropped from the proposal? |
| Response | SMcL It was felt that the proposal would allow both schools, Madras and Bell Baxter, to realise educational benefits for all pupils, however, the purpose of the consultation is for us to gather opinions. We will certainly take all responses into consideration and would encourage you to complete a response form. All comments, both from the response forms and all public meetings, will be included in the report. |
| Question | Parent The children regularly take part in activities such as football, clubs etc. within St. Andrews and not Cupar, so already have connections and friends within the Madras area. We are closer to St Andrews and Madras compared with Cupar and Bell Baxter. The main services we use are based in St Andrews, including the post office. |
| Response | SMcL I would again encourage you to feed this back within the response forms and we will take care to consider and respond to your concerns formally. |
| Question | Parent Are postcodes not taken into consideration, as we all have a St Andrews postcode, not Cupar? |
| Response | SMcL Postcodes are not considered, the catchment boundary lines dictate the homes involved. |
| Question | Parent We are here to represent a lot of the Balmullo parents and are on the Parent Council. We are aware it is getting tight in Madras without adding extra pupils (until the extension is built) but are now nervous that placing requests will not be accepted for Madras. |
| Response | SMcL We don't want to get to the stage where we can't accommodate placing requests. We appreciate the importance of placing requests. We hope that the proposal will allow placing requests to be accepted at both Bell Baxter and Madras, however, I understand that you would want to be in the secondary catchment of your choice. |
| Question | Parent There is already a bus which goes through Balmullo – the MD12 to Leuchars, so we have been told in the past that transport costs are also taken into consideration so this would not need additional transport. Also, if pupils can use the Under 22 pass, is this cost not reduced? |
| Response | SMcL Education is still required to provide school transport for those catchment pupils who meet the distance criteria. The main purpose of the Under 22 pass is that it can be used outside home to school transport. AG added that some transportation may be provided by taxi, or by taxis taking children living on e.g. farms to/from the school bus. SMcL added that all catchment pupils will be transported regardless of school. |
| Statement | SMcL requested that the representatives of the parents of Balmullo encourage parents to share their feedback via the response form online or at the end of the proposal document, and to take up the opportunity to attend the next drop in and public meeting at Bell Baxter High School. It's important to include the feelings of the families, children and young people, so that we can reflect on what we need to do. |

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| Response | Parent Thanked SMcL and stated they understood there had to be a cut off at some point but felt that as they understood that 90% of Balmullo pupils predominately attend Madras, this should be taken into consideration. They believe that Balmullo should be in the Madras catchment based on the geographical location and that Balmerino should be potentially moved to the Bell Baxter catchment. |
| Question | Parent Do Education look at figures of numbers going from Balmullo to Bell Baxter and Madras over the last three years? |
| Response | SMcL We will review this and provide feedback |

Shelagh McLean concluded the meeting by thanking people for their attendance and their comments. Meeting closed at 7.00 pm.

FIFE COUNCIL – EDUCATION AND CHILDREN’S SERVICES DIRECTORATE
Public Consultation Meeting held at Bell Baxter High School
Thursday, 10 November 2022 at 6.00 pm

Attendees:

Shelagh McLean, Head of Education & Children's (SMcL)
 Avril Graham, Team Manager (AG)
 Lynne Cademy-Taylor, Team Manager (LCT)

Sheila Hastie, Note Taker

Approximately 11 people attended the meeting.

Shelagh McLean (SMcL) opened the meeting by introducing Fife Council representatives.

This was the second of two formal public meetings and informal drop-in sessions scheduled in respect of the Schools Consultation Act (Scotland) (2010), following the decision by the Cabinet Committee of Fife Council who authorised the Education & Children’s Services Directorate, on 22 September 2022, to consult with parents and pupils on the proposal to rezone the catchment areas of Bell Baxter High School and Madras College.

The statutory consultation period is from Wednesday 5 October 2022 to Thursday 1 December 2022.

Questions were requested at the end of the presentation and any questions that arose after the meeting could be sent in as outlined in the proposal paper. A summary of these questions would form part of the final report.

SMcL delivered a PowerPoint presentation on the proposal, highlighting the educational benefits of the proposal, along with a site map.

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| Question | Parent: Imagine a slice of pizza and eating it from the outside in, why would you choose to include it in the Madras catchment area as it’s further away? |
| Response | SMcL: Balmerino is already in the catchment area. |
| Question | Parent: Why not do this in a more logical way. Rathillet addresses going to Madras adds and extra 80 miles per week. 80 miles per week over 38 |

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| | weeks, that's an increase in travel that's not required. You need to look at a more logical way that fits in with Fife's carbon footprint. |
| Response | SMcL: We're required to address this anomaly and we need to identify what would be the Educational Benefits. We did look at all the options available to us. This is a well-established catchment area for Balmerino. What's important in terms of educational benefit is that all the pupils go to the same secondary area. The Educational Benefits are important and what we would move forward with, but it's felt important the pupils in the catchment area for Balmerino PS can all go to the same secondary school. |
| Question | Parent: Why did you decide to move Bell Baxter from that area? |
| Response | SMcL: We looked at all the options. |
| Question | Parent: Balmerino had to go to Madras. |
| Response | SMcL: Most pupils from the former Rathillet area are choosing to attend Madras, as they are currently allowed to choose. |
| Question | Parent: We had to go, there was no choice. |
| Response | SMcL: We'll get feedback from all parents. It's important we hear all views. It would be a significant catchment change to move Balmerino to Bell Baxter. There are a small number of pupils from Rathillet and we can accommodate the pupils from Balmerino at Madras. |
| Question | Parent: I personally feel all this applies to Balmullo. There's a huge link between Balmullo and Madras for rugby. My child wants to continue playing rugby for Madras. |
| Question | Parent: We are also surrounded by Madras catchment schools. |
| Response | SMcL: That would be a different proposal. We considered this and that would require a proposal to change a whole catchment area. This proposal is addressing the anomaly and it doesn't stop us consulting further in the future. We have a duty to address the anomaly and need to accommodate those zoned to a particular school. There are a few young people in the Rathillet catchment area who are affected by this proposal but we cannot continue with the current enrolment arrangements. |
| Question | Parent: Do you know why parents from Rathillet moved to Balmerino? |
| Response | SMcL: They wanted their young people to go to Madras with those at the primary school. |
| Question | Parent: Rathillet address pupils, can they make a request to go to Madras? |
| Response | SMcL: They've been given the option to go there as a catchment pupil. |
| Question | Parent: I don't understand why there's this huge consultation for a small number of pupils? |
| Response | SMcL: It's to do with the anomaly as currently it's not in line with our Admissions Policy. |
| Question | Parent: Is this an option for Balmullo as well? |
| Response | SMcL: A parent can make a placing request to any school. |
| Question | Parent: I think as the stats go, there were 2 in my class went to Madras – now it's 2 to Bell Baxter and 15 to Madras. Fife Council have allowed that to happen and the numbers have drastically changed. Why is Bell Baxter not looking to see why they're losing pupils? |
| Response | SMcL: That's quite a different question. Legislation requires us to have catchments identified clearly with both primary, secondary, non-denominational and denominational schools. Particularly at P1 and S1 parents have a choice. In addition, the legislation says a parent can choose to make a placing request to any school they choose and we are required |

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| | to accommodate this if we have space. Trends change over time and we are looking at this now to see how we can address the anomaly. |
| Question | Parent: If Rathillet is in the middle, in the current situation, Rathillet can choose either secondary? |
| Response | SMcL: Yes, but we can't allow that to continue. |
| Question | Parent: How many P7s are there in the Balmerino catchment? |
| Response | Parent: There are probably 60, there's two classes. |
| Response | AG: There are less than 10 from Rathillet. |
| Question | Parent: So not as big an upheaval for Balmerino to move here (Bell Baxter HS)? |
| Response | SMcL: That would be a full secondary catchment change for all the pupils at Balmerino PS. That is not the proposal being considered here. |
| Question | Parent: How much work happened pre September 2022? |
| Response | SMcL: We were aware of this issue and a draft consultation paper was considered at the end of last year when we received the pupil census information. In January we looked at information across Fife which showed us where pupils were going and identified any areas we may need to address in the future. It was felt there was a need to address this issue, the anomaly in Rathillet, and look at the buildings and what we would plan to do going forward. In May /June there was a draft proposal prepared. The local Government Elections were happening and there was a new administration. The first Committee of the Council was in September 2022 and they said that, yes, we could consult. No decision has been made. |
| Question | Parent: It feels like a decision has been made and that you're just ticking boxes and that Rathillet and Balmerino will be at Madras. How do we get Balmullo to be considered in a new consultation? |
| Response | SMcL: We'll report the feedback as part of the consultation report and this may mean going out to engage with communities. Sometimes we engage before a proposal and we have the option to go back out to discuss with communities. We need to make sure there is enough space in Madras. It's been built to meet the current needs and if the catchment changes significantly we will need to extend the building. The foundations for extension are built into the design of the building. If the roll goes higher than the current capacity, we need to get an understanding of the capacity required. At the moment, if all of Balmullo was zoned there, there wouldn't be enough space. |
| Question | Parent: Why does the catchment go to Crail, it seems more logical to go to Waid. Why do that when Madras is so far down the coast? |
| Response | SMcL: That's historical. We reflect on that every year and if the community make comments we listen to those. The Admissions Policy from 2013 sets out the catchments for a number of years. |
| Question | Parent: When you reflected this year, did you consider the 12 from Rathillet? |
| Response | Parent: When they are in December 2022, they look at January 2023, they are working on 2021 figures. When looking at a whole year group from 2018 to current, it's heavier to Madras than Bell Baxter. |
| Response | SMcL: Those trends do change, that's as it stands at the moment. |
| Comment | Parent: At Rathillet there's not a large number of pupils, there's 60 at Balmerino, Balmullo would be double. With the pupils from Rathillet as part of Madras, what would the situation be with Balmullo? Would it be a 50/50 split, or would everyone be rejected? |

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| Response | SMcL: We would apply the Admissions Policy. If we had more placing requests than spaces in Madras we'd apply the Admissions Policy. |
| Question | Parent: What's the criteria for that? |
| Response | SMcL/AG: 1. ASN 2. Siblings in Madras 3. Attends an associated Primary School 4. When your address is closer to the catchment school 5. Childcare |
| Question | Parent: If the address was in Balmullo you'd go to Tayport? |
| Response | AG: They'd attend the associated Primary School. |
| Question | Parent: If there were siblings already there, you'd get more points? |
| Response | SMcL/AG: Yes. |
| Question | Parent: Is there a reason why 2 schools, 9 miles apart have completely different resources for ASN? Why does Madras have better ASN? |
| Response | SMcL: It doesn't. Both have Supported Learners Services (previously DAS). |
| Question | Parent: As a parent, I can identify that Madras does have a far better delivery of ASN. Why is the Service delivery not the same? |
| Response | SMcL: Schools do operate differently, to meet the needs of their pupils and their context. Resources are devolved to schools and they make the decision about how they operate |

Shelagh McLean (SMcL) concluded the meeting by thanking people for their attendance and their comments. Meeting closed at 7.10 pm.

Appendix G – Equality Impact Assessment

Part 1: Background and information

| | |
|--|---|
| Title of proposal | Proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College |
| Brief description of proposal (including intended outcomes & purpose) | <p>This is a new proposal to rezone the secondary catchment areas of Bell Baxter High School and Madras College.</p> <p>Rathillet Primary School closed in April 2014 following approval of the consultation report which enabled the rezoning of the catchment area of Rathillet Primary School to Balmerino Primary School. There have been no pupils enrolled in Rathillet since academic session 2009/2010.</p> <p>Pupils who were living in the former Rathillet Primary School catchment area were zoned to Bell Baxter High School for secondary education. Pupils living in the Balmerino Primary School catchment area are currently zoned to Madras College.</p> <p>Each year, the cohort of P7 pupils living in the Rathillet Primary School catchment area were afforded the opportunity to choose transfer to Bell Baxter High School, the catchment secondary school, or transfer to Madras College with the remaining peer group from Balmerino Primary School.</p> <p>The proposal has been consulted in accordance with the Schools (Consultation) (Scotland) Act 2010.</p> <p>If this proposal is approved by Committee on 9 March 2023, this will result in pupils living in the former Rathillet Primary School catchment area being zoned to Madras College.</p> <p>For pupils due to commence S1 in August 2023, any pupils attending Balmerino Primary School will still be given the opportunity to choose Bell Baxter High School or Madras College for this final year.</p> <p>The catchment area of both schools will be amended from 30 June 2023 and the new catchment areas will be implemented for any pupils who move into this area, after that date.</p> <p>Due to the small number of pupils, it is not expected to impact on pupils, staff or the school rolls.</p> |
| Lead Directorate / Service / Partnership | Shelagh McLean, Head of Service (Early Years and Directorate Support) |
| EqlA lead person | Avril Graham, Team Leader (Systems and Infrastructure) Education & Children's Services |
| EqlA contributors | All relevant consultees, as defined by the Schools (Consultation) (Scotland) Act 2010, were invited to participate in the formal consultation process. The Equality Impact |

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|---------------------|--|
| | Assessment was contributed to by a range of staff within Fife Council. |
| Date of EqIA | 9 February 2023 |

How does the proposal meet one or more of the general duties under the Equality Act 2010? (Consider proportionality and relevance on p.12 and see p.13 for more information on what the general duties mean). If the decision is of a strategic nature, how does the proposal address socio-economic disadvantage or inequalities of outcome?)

| General duties | Please Explain |
|--|--|
| Eliminating discrimination, harassment and victimisation | |
| Advancing equality of opportunity | Both schools have sufficient accommodation to allow young people to socialise in a variety of areas both inside and out and this will include accessible areas to include any young people with additional support needs. All of the addresses located within the former Rathillet Primary School catchment area are greater than 2 miles from both Bell Baxter High School and Madras College. It is not expected that the journey to and from either school will have a negative impact. |
| Fostering good relations | There will be opportunities to build on the existing friendships already made with pupils from Balmerino Primary School who attend Madras College. |
| Socio-economic disadvantage | Whilst we recognise the journey to school may be further extended for some pupils, across all socio-economic groups, we would continue to promote a healthy lifestyle which includes exercise and activity both within and outwith school, promoting active travel would contribute to this healthy lifestyle choice. |
| Inequalities of outcome | The Education Service are confident that the facilities and resources on offer within Madras College continue to provide a wide range of curriculum opportunities, extra-curricular activities and inclusive approaches supporting a focus on improved outcomes for all of the young people. This includes an enhanced learning provision for young people with a range of additional support needs. |

Having considered the general duties above, if there is likely to be no impact on any of the equality groups, parts 2 and 3 of the impact assessment may not need to be completed. Please provide an explanation (based on evidence) if this is the case.

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Part 2: Evidence and Impact Assessment

Explain what the positive and / or negative impact of the policy change is on any of the protected characteristics

| Protected characteristic | Positive impact | Negative impact | No impact |
|---------------------------------------|---|-----------------|-----------|
| Disabled people | Madras College is classed as a category A for accessibility ensuring all children will benefit from a learning environment which can support their individual needs | | |
| Sexual orientation | | | No impact |
| Women | | | No impact |
| Men | | | No impact |
| Transgendered people | | | No impact |
| Race (includes gypsy travellers) | | | No impact |
| Age (including older people aged 60+) | | | No impact |
| Children and young people | Pupils will have clarity of their catchment secondary school and will transfer with their known P7 cohort. | | |
| Religion or belief | | | No impact |
| Pregnancy & maternity | | | No impact |
| Marriage & civil partnership | | | No impact |

Please also consider the impact of the policy change in relation to:

| | Positive impact | Negative impact | No impact |
|---|-----------------|-----------------|-----------|
| Looked after children and care leavers | | | No impact |
| Privacy (e.g. information security & data protection) | | | No impact |
| Economy | | | No impact |

- Please record the evidence used to support the impact assessment. This could include officer knowledge and experience, research, customer surveys, service user engagement.
- Any evidence gaps can also be highlighted below.

| Evidence used | Source of evidence |
|--|---|
| 1. Knowledge of existing school provision/practice | Officer discussion/consultation |
| 2. Knowledge of facilities and accommodation | School layout plans |
| 3. Feedback received from relevant parties during the statutory consultation process | Consultation Response Forms, public meetings and pupil consultation, report from HMI Education Scotland |

| Evidence gaps | Planned action to address evidence gaps |
|---------------|---|
| | |

Part 3: Recommendations and Sign Off

(Recommendations should be based on evidence available at the time and aim to mitigate negative impacts or enhance positive impacts on any or all of the protected characteristics).

| Recommendation | Lead person | Timescale |
|--|-------------|--------------------|
| 1.Ensure all young people have an appropriate transition to secondary school | Headteacher | April 2023 onwards |
| | | |

Sign off

(By signing off the EqIA, you are agreeing that the EqIA represents a thorough and proportionate analysis of the policy based on evidence listed above and there is no indication of unlawful practice and the recommendations are proportionate.

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|------------------------------------|---|
| Date completed: 9 February 2023 | Date sent to Community Investment Team: Enquiry.equalities@fife.gov.uk |
| Senior Officer: Avril Graham | Designation: Team Manager (Systems and Infrastructure) |

FOR COMMUNITY INVESTMENT TEAM ONLY

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| EqIA Ref No. | |
| Date checked and initials | |