

## **FIFE COUNCIL EDUCATION DIRECTORATE**

### **THE CONSULTATION PROCESS**

The following schools are affected by this Proposal Document:

- Kirkton of Largo Primary School
- Lundin Mill Primary School

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/kirktonoflargopprimary>

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

- The Parent Council or Combined 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 two years of the date of publication of the proposal paper
- The parents of those pupils expected in local nurseries associated with Kirkton of Largo PS
- 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,
- The trade union/s which appear to the education authority to be representative of the above staff
- The Community Councils (Largo Area (active), Largoward and District, Colinsburgh and Kilconquhar, Elie and Royal Burgh of Earlsferry)
- The community planning partnership (within the meaning of section 4(5) of the Community Empowerment (Scotland) Act 2015) for the area of the local authority in which any affected school is situated
- Any other community planning partnership that the education authority considers relevant
- Any other users of any affected school that the education authority considers relevant
- Any other education authority that the education authority considers relevant,
- Elected Members for the area (Wards 19 and 21 – Cllr Fiona Corps, Cllr Sean Dillon, Cllr Alycia Hayes, Cllr David Alexander, Cllr Eugene Clarke, Cllr Colin Davidson, Cllr Alistair Suttie)
- MSPs for the area (Claire Baker, Murdo Fraser, Jenny Gilruth, Roz McCall, Alex Rowley, Mark Ruskell, Liz Smith, Alexander Stewart)
- The Constituency MP (Wendy Chamberlain).

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

- Main Reception, Fife Council, Fife House, North Street, Glenrothes KY7 5LT
- The following primary school affected by the proposal (between the hours of 9 am and 3 pm):
  - Lundin Mill Primary School, Pitcruvie Park, Leven, KY8 6HY
- Waid Academy, St Andrews Road, Anstruther, KY10 3GY
- Or via email to [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk)
- Online at [www.fife.gov.uk/kirktonoflargopprimary](http://www.fife.gov.uk/kirktonoflargopprimary)

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 Directorate, 4<sup>th</sup> Floor, Fife House North Street, Glenrothes or by email to: [Education.Services@fife.gov.uk](mailto:Education.Services@fife.gov.uk) (Telephone 03451 555555 ext. 444331). Page 51 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 taken by the Cabinet Committee of Fife Council on Thursday 8 January 2026. Views are now sought in formal consultation on the proposal in this document.

### **2. Notice of Consultation and Publication of the 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](http://www.fife.gov.uk) and available from this link, [www.fife.gov.uk/kirktonoflargopprimary](http://www.fife.gov.uk/kirktonoflargopprimary). Copies will be available for inspection at and collection from:

- Main Reception, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT.
- The following school affected by the proposal (between the hours of 9 am and 3 pm):
  - Lundin Mill Primary School, Pitcruvie Park, Lundin Links, Leven, KY8 6HY.
- Waid Academy, St Andrews Road, Anstruther, KY10 3GY.
- Or via email to [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk)
- Online at [www.fife.gov.uk/kirktonoflargopprimary](http://www.fife.gov.uk/kirktonoflargopprimary)

### **3. Advertisement of the Proposal**

The proposal will be advertised through Fife Council's social media accounts e.g. Facebook. An advertisement will also be placed in local newspapers, week commencing Monday 19 January 2026. The affected schools (in operation) will also

publicise the consultation process in newsletters, by Groupcall and email.

#### 4. Length of Consultation period

The consultation will commence on Wednesday 21 January 2026 and will, thereafter, run until close of business on Tuesday 10 March 2026. This meets the statutory requirement for a minimum period of 6 weeks, that runs continuously and includes 30 school days.

#### 5. Public meetings

The Education Directorate will hold 1 public meeting on the date listed below:

- Monday 9th February 2026 from 6-7 pm (Durham Hall, Lower Largo)

At the public meeting, there will be opportunities to:

- hear more about the proposal and any alternatives to the proposal considered by the Council
- ask questions about the proposal and the alternatives
- have your views recorded so that they can be considered as part of the consultation process, including views on any alternatives to the proposal, and
- complete a Consultation Response Form.

In addition to the public meeting offered above, informal drop-in sessions have been arranged as follows:

- Lundin Mill Primary School on Tuesday 3 February 2026 from 8.45-9.30am and 2.30 -3.15pm

At the informal drop-in session there will be opportunities to:

- hear more about the proposal and any alternatives to the proposal considered by the Council
- ask questions about the proposal and the alternatives
- 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 Tuesday 10 March 2026, to any of the following:

- Kirkton of Largo Primary School Proposal, Education Directorate, Fife Council, 4<sup>th</sup> Floor (West), Fife House, North Street, Glenrothes KY7 5LT.
- [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk)

- by completing the Consultation Response Form online at ([Managing Our School Estate | Fife Council](https://www.fife.gov.uk/our-council/our-council-business/consultations/sustainable-school-estate))
- <https://forms.office.com/e/TFuNChzTPa>
- by emailing a completed Consultation Response Form to: [sustainableschoolschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolschoolestate.enquiries@fife.gov.uk)

The proposal details possible alternatives to the closure of Kirkton of Largo Primary School. After assessment, the Council does not consider those to be reasonable alternatives to the closure. You can make written representations on the proposal and on the alternatives included in the proposal paper. If you consider there are other alternatives to the proposal you can include those alternatives in your written representations on the proposal.

## 7. Pupil Consultation

Pupil focus groups will be arranged during the consultation period with representative groups of over 25% of the pupils within P4-P7 at Lundin Mill Primary School. Parents/carers will be asked to consent to their child taking part. The intention of these pupil focus groups is to seek the views of pupils regarding the proposal to close Kirkton of Largo Primary School and rezone the catchment area. These sessions will be carried out by officers within the Education Directorate and will use display boards and materials to explain what a consultation is, what the proposal would mean to pupils and seek their views on any potential impact to the existing pupils. The information from pupils will be included in the report to Education Scotland and the Consultation Report at the end of the process

## 8. 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.

## 9. 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 the Council 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. The report will also explain the opportunity that may arise from making representations to Scottish Ministers in respect of call-in of the proposal.

#### **10. 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 the Cabinet Committee will be subject to the Council's internal governance procedures before it becomes final. If the Council decides to implement the proposal, in whole or in part, the decision insofar as it relates to the closure of Kirkton of Largo Primary School will be notified to the Scottish Ministers.

#### **11. Scottish Ministers Call-in**

Fife Council will notify the Scottish Ministers of the decision and give them a copy of the Proposal Paper and Consultation Report within 6 days of the Council making a decision to implement the proposal in whole or in part. The Council will also publish the fact it has done so on its website together with details on how to make representations to Scottish Ministers. The Scottish Ministers have an 8-week period, from the date of the Council's decision, to decide if they will call-in the proposal. Within the first 3 weeks of that 8-week period, the Scottish Ministers will take account of any relevant representations made to them by any person. Unless the Scottish Ministers inform the Council that they do not intend to call-in the proposal before the end of the 8-week period, the Council will not proceed to implement any proposal during the 8-week period. If the Scottish Ministers decide to call in a closure proposal, they must refer it to the Convener of the School Closure Review Panel for determination by a School Closure Review Panel. The authority may not implement the proposal in whole or in part unless the Panel has granted consent to it (with or without conditions) and either the period for making an appeal to the sheriff has expired or, if an appeal has been made, it has either been abandoned or the sheriff

has confirmed the Panel's decision.

Until the outcome of any call-in has been notified to the Council, it is unable to proceed to implement the proposal.

The Scottish Ministers can issue a call-in notice if they consider that the Council has failed in a significant regard to comply with the requirements of the Schools (Consultation) (Scotland) Act 2010, which are relevant to the closure proposal or if they consider that the Council has failed to take proper account of a material consideration relevant to the decision to implement the closure proposal.

## **12. Note on Corrections**

If during the consultation period any inaccuracy or omission is discovered in this proposal document, either by the Council or by notification from 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 the 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 omissions will be advised of the determination, the reasons for that determination and the action (if any) the Council 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 Directorate**

## **THE CONSULTATION PROPOSAL**

**PROPOSAL TO CLOSE KIRKTON OF LARGO PRIMARY SCHOOL AND TO REZONE THE CATCHMENT AREA OF LUNDIN MILL PRIMARY SCHOOL**

## **Format of the Proposal Document**

1. Introduction
2. The Proposal
3. Contextual Analysis
4. Kirkton of Largo Primary School - The Case for Closure
5. Lundin Mill - The Case for Rezoning the Catchment Area
6. Educational Benefits Statement
7. Transport Arrangements
8. Nursery Provision
9. Siblings
10. Secondary School Implications
11. Cost Per Pupil Calculation
12. Financial Implications of the Closure of Kirkton of Largo Primary School
13. Grant Aided Expenditure (GAE)
14. Future Use of the Site
15. Community Impact of the Closure
16. Summary of Proposal
17. Proposed Date for Implementation
18. Statutory Consultation Process – Proposed Timeline

## **Appendices**

Appendix 1	Map of existing catchment areas – Kirkton of Largo and Lundin Mill Primary Schools
Appendix 2	Map of existing Kirkton of Largo school community, local community and wider community
Appendix 3	Map of proposed Lundin Mill Primary School catchment area (including Kirkton of Largo catchment area)
Appendix 4	Travel route currently in use by pupils being transported from Kirkton of Largo village to Lundin Mill Primary School
Appendix 5	Core Facts
Appendix 6	Proposed Housing Sites
Appendix 7	Financial analysis
Appendix 8	Presentation from Engagement Session held in December 2025
Appendix 9	Feedback from Engagement Sessions held in November 2024 and December 2025
Appendix 10	Letter to Parents / Carers 23 October 2023
Appendix 11	Letter to Parents / Carers 12 November 2024
Appendix 12	Letter to Parents / Carers 17 December 2024
Appendix 13	Letter to Parents / Carers 9 December 2025
Appendix 14	Letter to Parents / Carers 19 December 2025
Appendix 15	Glossary of terms
Appendix 16	Consultation Response Form

## 1 Introduction

1.1 This consultation paper sets out the rationale and implications in respect of the proposal to close Kirkton of Largo Primary School and to rezone the primary catchment area of Lundin Mill Primary School.

1.2 This paper also sets out the consultation process, the timescales and the ways by which parents/carers and other interested parties can make representations on the proposal.

1.3 In Fife, the Education Authority discharges its duty to secure adequate and efficient education 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). Postcodes for each address in Fife are associated with a denominational (Roman Catholic) and non-denominational primary and secondary school, known as catchment schools. Parents can check their catchment area at [Check school catchment areas | Fife Council](#).

1.4 To ensure that the school estate provides best value, the Education Directorate must ensure that the number of pupil places is matched as efficiently as possible to the numbers of pupils living in each school catchment area.

1.5 There are no proposed changes to the denominational primary school, nor either denominational or non-denominational secondary school catchment area relevant to the proposal.

1.6 If the proposal is approved, parents will continue to have the right to exercise parental choice and to make placing requests to alternative schools, subject to the normal constraints of school capacity.

1.7 Kirkton of Largo Primary School is classified as a small rural school, with a maximum capacity for 50 pupils. Whilst reviewing the information in respect of the proposal to close Kirkton of Largo Primary School, the Education Directorate appraised the school occupancy, catchment boundaries, births and any proposed housing development sites in the Kirkton of Largo and Lundin Mill Primary School catchment areas.

1.8 Several additional factors have been considered in the development of this proposal. These include projected pupil numbers from any deliverable sites in the Housing Land Audit related to Kirkton of Largo and Lundin Links. However, there are no housing development sites in the Kirkton of Largo Primary School catchment area. Also included in the review, was analysis of the latest placing request statistics and trends, and potential opportunities to realign catchments geographically.

1.9 In including these factors, the Education Directorate is anticipating future housing development, building capacity and resilience, ensuring that school occupancy levels now, and in the future, can be managed.

1.10 During academic session 2022/23, the school roll at Kirkton of Largo Primary school declined from 21 to 13 pupils. At the end of that academic session, in June 2023, a number of families moved their children to other primary schools, resulting in a projected school roll for the new academic session in August 2023, of 6 pupils.

1.11 At the end of term, the class teacher was successful in obtaining another post and the Headteacher contacted the parents/carers of the remaining 6 pupils to advise they would have a new teacher in Kirkton of Largo for session 2023/24. Subsequently, based on this staffing development, all the parents/carers decided to make placing requests to Lundin Mill Primary School and all pupils were able to be accommodated in the class organisation at Lundin Mill Primary School for session 2023/24.

1.12 During session 2022/23, the last year the school was operational, Kirkton of Largo operated as a one class, single teacher primary school, covering all primary stages. During session 2022/23, Kirkton of Largo Primary School had one teacher, one Pupil Support Assistant (PSA) and one Clerical Assistant. A Catering Assistant was also employed by Fife Council's Facilities Management Service. In terms of staff resources during session 2022/23, Kirkton of Largo Primary School employed fewer than 5 staff, including the joint Headteacher. At the end of session 2022/23, all the staff were redeployed to other school establishments, prior to the new term in August 2023. The PSA from Kirkton of Largo joined the staff at Lundin Mill Primary School, which supported the transition process for pupils who had previously known the staff member at Kirkton of Largo Primary School.

1.13 For academic session 2023-2024, there were fewer than 10 pupils from the Kirkton of Largo Primary School catchment area attending Lundin Mill Primary School, all travelling together in one vehicle, with pick up points close to their home addresses. Pupils were escorted to/from the school building and to/from the transport provided.

1.14 The school roll for session 2024/25 was expected to be fewer than 5 pupils. The Headteacher advised the parents that if they wished to enrol at Kirkton of Largo Primary School, it could not be guaranteed there would be more than one or two pupils. The parents/carers, on being provided with that information, decided to submit a placing request to Lundin Mill Primary School or make a placing request to another primary school. Therefore, Kirkton of Largo Primary School had no pupils for a second academic session. There have continued to be no pupils since then.

1.15 In session 2025/26, there are 17 primary aged pupils living in the Kirkton of Largo Primary School catchment area. At September census 2025, 88% of pupils were enrolled at Lundin Mill Primary School as placing requests and 12% were attending Colinsburgh Primary School as placing requests.

1.16 Engagement has continued with the parents/carers within the Kirkton of Largo Primary School catchment area. The Education Directorate wrote to all parents/carers on 23 October 2023, 12 November 2024, 17 December 2024, 9

December 2025 and 19<sup>th</sup> December 2025 to outline the latest position. The letter of 23 October 2023 advised that there would be no pupils in Kirkton of Largo Primary School for academic session 2023/24. The letter of 12 November 2024 invited parents/carers to attend a meeting on Monday 18 November 2024 to discuss the proposed mothballing and to obtain feedback. It also notified parents that the Education Directorate would be seeking approval to mothball the school with immediate effect. The letter of 17 December 2024 confirmed the Education Directorate still intended to seek approval at Cabinet Committee to mothball the school with immediate effect. It also invited any queries or views on the proposal in writing. The letter of 9 December 2025 invited parents/carers to attend a meeting on Tuesday 16 December 2025 to discuss the current mothballing and to obtain feedback. The letter of 19<sup>th</sup> December advised that, following the review of the mothballing, the Education Directorate, in light of the Scottish Government guidance regarding the three-year time limit for mothballing, and in considering the impact for the small number of pupils living within the catchment area, had concluded that a statutory consultation should be undertaken proposing the closure of Kirkton of Largo Primary School.

1.17 A total of 9 people attended the meeting on 18 November 2024, including the chair of the community council, one of the four ward members for the area and a representative from Largo Communities Together. The letters dated 12 November and 17 December 2024 were addressed to the parents/carers of all primary pupils living in the Kirkton of Largo Primary School catchment area and parents/carers of all nursery pupils living in the Kirkton of Largo Primary School catchment area currently attending a Fife Council nursery. The letters were also copied to parents/carers of pupils currently attending Lundin Mill Primary School. There were 137 pupils enrolled in Lundin Mill Primary School. There were 21 primary aged pupils and 5 nursery aged pupils living in the Kirkton of Largo Primary School catchment area. Therefore, a small proportion of the parents/carers who were notified attended the meeting.

1.18 Those parents/carers who attended the session on 18 November 2024 were advised that the online enrolment system for any new Primary 1 pupil due to start in August 2025, would be live in January 2025. Any Primary 1 catchment pupils of Kirkton of Largo Primary School would be able to progress their enrolment application indicating their catchment school of Kirkton of Largo Primary School. Parents/carers of pupils enrolling prior to any decision to mothball being made would be contacted directly to advise them of the recommendation to this Committee and no decision on enrolment would be made until after committee. Parents also had the right to make a placing request application to any other school in Fife. The online enrolment system continued to show addresses zoned to Kirkton of Largo Primary School.

1.19 A summary of the points raised from those who attended the session on 18 November 2024 is included below (also contained within Appendix 9):

- How does pre-school nursery fit in with education?
- Could the building be repurposed for another use?
- What would it take to open the building?

- The building has been bequeathed to the community; therefore, the community should have a say on future use.
- How can the community input to the process?
- Will free transport be provided to Kirkton of Largo pupils attending Lundin Mill Primary School?
- What is the timeline for next steps?

1.20 On 9 January 2025, the Cabinet Committee of Fife Council considered the recommendation by the Education Directorate to mothball Kirkton of Largo Primary School as the school had had no pupils enrolled for academic sessions 2023/24 and 2024/25. The Committee agreed:

- (1) to mothball Kirkton of Largo Primary School with immediate effect;
- (2) that, during the mothballing period, any children wishing to enrol at Kirkton of Largo Primary School would be offered a place at Lundin Mill Primary School and provided with free transport if they met the distance criteria;
- (3) that the resources and furniture within the school be offered to surrounding schools; and
- (4) that a further report be brought back to Committee no later than December 2025 reviewing the decision.

1.21 Following this decision, the Education Directorate has monitored the number of pupils living in the Kirkton of Largo Primary School catchment area, the number of births in the catchment area and local housebuilding and anticipated housebuilding. The school building is currently being maintained by Property Services, to ensure it is wind and watertight.

1.22 There has been no enrolment of any pupils in Kirkton of Largo Primary School for academic sessions 2023/24, 2024/25 or 2025/26. During the past year, the Education Directorate has not received any enquiries from parents/carers or elected members regarding requests to enrol at Kirkton of Largo Primary School.

1.23 The Kirkton of Largo Primary School building is not currently used for Community Use.

1.24 On 9 December 2025, the Education Directorate wrote to parent/carers of pupils living in the catchment area of Kirkton of Largo Primary School and nursery aged pupils living in the Kirkton of Largo Primary School catchment area, to invite them to an engagement session. The letter was also copied to parents/carers of pupils currently attending Lundin Mill Primary School and forwarded to the Largo Communities Together organisation. There are 17 pupils living in the Kirkton of Largo Primary School catchment area and there are approximately 133 pupils attending Lundin Mill Primary School.

1.25 The engagement session was held in the local community, on 16 December 2025 in Durham Hall, Lower Largo. The session held was also attended by residents in the community. A total of 16 people attended the meeting on 16 December 2025 including 2 elected members. Therefore, a small proportion of the parents/carers who were notified attended the meeting.

1.26 A presentation was given by the Head of Service (Appendix 8) which detailed the current status of Kirkton of Largo Primary School; the reasons for the engagement sessions; information around the catchment area; the existing decisions made by Fife Council Committee; house building in the area and the next steps.

1.27 A summary of the points raised from those who attended the session on 16<sup>th</sup> December 2025 is included below (also contained within Appendix 9):

- What is the status of the Kirkton of Largo Primary School building. My understanding is that the building was bequeathed to the local community for Education purposes. Are you able to confirm if this is the case?
- Is the Kirkton of Largo Primary School building being monitored and maintained?
- Where did you get information about catchment children from? Are you saying you can predict the number of catchment children for a school?
- If a few families requested to have Kirkton of Largo PS reopened, could you do this?
- Mixed age classes can be beneficial as the younger children learn from the older children. Their reading etc. might improve. I do not agree with Education in relation to P1-7 classes not being beneficial.
- Can you increase the nursery capacity at Lundin Mill Primary School and increase the size of the nursery? If we cannot reopen the building as a school, could it be a childcare facility instead? What are the proposals for the building if it becomes available for alternative use?
- What is the procedure for consulting with the community in relation to a Community Asset Transfer if Fife Council cannot find another use for the building?
- I am aware of housing developers who might be interested in building within the area. How would you accommodate additional families moving in? Would there be enough places in local schools?
- I think the situation here has developed over many years. We originally lost our mother and toddler group, and it just progressed from there. As the Headteacher at Lundin Mill Primary School is a joint Headteacher of both there and Kirkton of Largo Primary School, there has been more effort made to align the communities of the two schools. The diminishing population of the area just tops it all though.
- If the consultation is going ahead, which date will it commence? When will we get a final decision?

1.28 In summary, the feedback from those who attended the meeting did not focus on continuing the mothballing. Positive memories were shared from the time there were more pupils living in the Kirkton of Largo catchment area. Parents were not asking about Kirton of Largo Primary School reopening but checked the available capacity at Lundin Mill Primary School, as well as what would happen with the building in the event of a subsequent closure. Officers provided information and details of the processes that could be in place to support wider consultation. Officers also advised that the building is not able to

be repurposed during the mothballing period and that any discussion on future use of the building would take place following any decision to close the school.

1.29 In December 2025 an opportunity was also provided for feedback via an online form, or in writing, by 19 December 2025. 13 responses were received with 3 from parents of children living in the Kirkton of Largo Catchment area and 8 from residents of the community. The responses are summarised as follows:

- Best interests of children socially and educationally to be with adequate number of peers.
- The property could be used for another educational purpose or made available to lease for a nursery provision or use by the local community.
- Kirkton of Largo to reopen as Lundin Mill Primary School does not have space to meet the needs of all children that attend e.g. sensory room.
- Disagree with joint headteacher arrangement as managing one school is easier.
- Pupils should not have to be transported to school and general transport arrangements.
- The school is an important part of village life.
- Composite classes allowed the children to be nurtured by each other.

1.30 In summary 16 parent/carers or other interested parties attended the engagement session and 13 completed the online questionnaire with responses shown above. 4 of those who completed the questionnaire also attended the information sessions.

1.31 On 19<sup>th</sup> December 2025, the Scottish Government updated the provisions relating to mothballing in the statutory guidance on the Schools (Consultation) (Scotland) Act 2010. Instead of mothballing, the guidance now refers to temporary closures (formerly known as “mothballing”).

1.32 This proposal paper reflects the outcome of the December 2025 review of the decision to mothball the school, which concluded that the Education Directorate should proceed with development of a proposal to close Kirkton of Largo Primary School and rezone the catchment area of Lundin Mill Primary School. The Education Directorate wrote to parents on 19 December 2025 advising them of the decision to request the approval of the Cabinet Committee on 8<sup>th</sup> January 2026 to proceed to statutory consultation on the proposal to close Kirkton of Largo Primary School and rezone the catchment area of Lundin Mill Primary School.

1.33 As Kirkton of Largo Primary School is a rural school, as required by Section 12A (2) (a), of the Schools (Consultation) (Scotland) Act 2010, this proposal identifies the reasons for formulating the proposal. These are:

- (a) Kirkton of Largo Primary School had no pupils enrolled for academic sessions 2023/2024 and 2024/2025.
- (b) There are no pupils enrolled in Kirkton of Largo Primary School for session 2025/2026. Those due to enrol for Primary 1, living in the Kirkton of Largo catchment area, have chosen to attend Lundin Mill Primary School. Overall, the current number of primary age pupils living in the Kirkton of Largo catchment area is 17.
- (c) Kirkton of Largo Primary School has been temporarily closed (formerly known as “mothballed”) since January 2025. The school building is currently being maintained by Property Services to ensure it is wind and watertight.
- (d) Updated birth information has shown that the births in the catchment area have not increased in the last year and there is no other anticipated significant increased growth in the pupil population in the catchment area from, for example, large scale housing development of over 100 units.
- (e) Kirkton of Largo Primary School does not meet all the Fife Council guiding principles as outlined in paragraph 3.1 of this proposal.

1.34 On 8 January 2026 the Education Directorate submitted a report to the Cabinet Committee, responding to the decision of the Cabinet Committee of 9 January 2025, to mothball Kirkton of Largo Primary School to provide the outcome of the required annual review of this decision. As a result of the review and the feedback from the engagement session in December 2025, a statutory consultation proposal paper was presented with a proposal to close Kirkton of Largo Primary School and to rezone the catchment area of Lundin Mill Primary School. Approval of the content of the proposal was sought, and the Committee was asked to authorise officers to proceed with statutory consultation in respect of the proposal. The decision of the Committee on 8 January 2026 was:

The Committee:

1. noted the information contained within the report in respect of the current position regarding pupil numbers within the catchment area of Kirkton of Largo Primary School and the current position with planning applications in the Kirkton of Largo and Lundin Mill Primary School catchment areas.
2. approved the content of the statutory Consultation Proposal paper, in terms of the Schools (Consultation) (Scotland) Act 2010, relating to the proposed closure of Kirkton of Largo Primary School and the rezoning of the catchment area of Lundin Mill Primary School.
3. authorised officers to proceed to statutory consultation in terms of the Consultation Proposal;

4. authorised officers to make such amendments to the Consultation Proposal paper (including the timeline) as may be necessary for clarification, correction or to ensure compliance with relevant legislation;
5. authorised the continued temporary closure (mothballing) of Kirkton of Largo Primary School until the outcome of the statutory consultation process is determined and, during the continued temporary closure (mothballing) period, approve the arrangement whereby any child or children wishing to enrol at Kirkton of Largo Primary School will be offered a place at Lundin Mill Primary School and provided with free transport if they meet the distance criteria; and
6. noted that the Consultation Report will be brought forward to a future meeting of the Cabinet Committee of Fife Council.

1.35 The committee papers can be accessed at [Cabinet Committee \(8th January 2026\) | Fife Council](#)

## **2 The Proposal**

2.1 The proposal is to:

- a. Close Kirkton of Largo Primary School on Monday 17 August 2026.
- b. Rezone the catchment area of Lundin Mill Primary School to incorporate all the current catchment area of Kirkton of Largo Primary School, from Monday 17 August 2026.
- c. Seek alternative uses for the Kirkton of Largo Primary School site.

2.2 After the consultation, a consultation report will be submitted to a future meeting of the Cabinet Committee. If approved in full, the closure and changes to the catchment area would be implemented on Monday 17 August 2026 and would apply to all applications for enrolment, including placing requests, made from that date. Nursery aged pupils beginning Primary 1 in August 2026 will enrol in their existing catchment primary school in January 2026.

2.3 The temporary closure (mothballing) arrangements for Kirkton of Largo Primary School will continue until the outcome of the statutory consultation process is decided.

2.4 In terms of the temporary closure (mothballing) arrangements, Kirkton of Largo Primary School remains on Fife Council's online enrolment system. Any new Primary 1 pupil due to start school in August 2026, living in the Kirkton of Largo Primary School catchment area and seeking to enrol online, will be contacted by Lundin Mill Primary school. For any new pupils seeking to enrol from stages P2 to P7, the parent/carer should make contact with Lundin Mill Primary School directly.

## **3 Contextual Analysis**

### **3.1 Guiding Principles**

3.1.1 The Council has set guiding principles for reviewing the school estate, which were agreed by the Council's Executive Committee on 2 October 2012, following a Fife school review, and more recently at the Education & Children's Services Committee on 28 August 2018. These are:

- (a) Every school should be rated as 'A' or 'B' for both condition and suitability, to include a number of accessible schools in each geographical area.
- (b) Schools should have an occupancy rate greater than 60% of capacity and, in order to ensure equity in provision, schools should be operating within an optimal occupancy and efficiency range of 80-100%. Consideration should be given to establishing a minimum number of pupils in any school which is less than 5 miles from another school; therefore, schools should have a minimum of 3 classes, recognising that effective learning requires interaction between pupils. This group activity is most effective when children are of a similar age and, to enable this, where possible schools should have a minimum roll of 50 pupils.
- (c) A strategy for a sustainable school estate should support the progressive reduction in the overall carbon footprint for the Council.

## 3.2 **Review Factors**

3.2.1 The factors considered in the review of the school estate include:

- Educational benefits
- Condition surveys
- Suitability assessments
- Recent investment in school buildings
- Energy performance data
- School roll projections and capacities
- Catchment areas, including impact of Strategic Development Allocations and Local Development Plans
- Cost per pupil
- Distance to nearest school
- Best Value model for existing Public Private Partnership (PPP) contracts i.e. increasing occupancy.

## 3.3 **New Housing Developments within Kirkton of Largo and Lundin Mill Primary School Catchment Areas**

3.3.1 Fife Council adopted the Fife Local Development Plan (FIFEplan) on 21 September 2017, following a review by the Scottish Government. This plan sets out the planning policies and proposals for the development and use of land across Fife.

3.3.2 The roll projection model includes methodology to identify pupil numbers from new housing development sites that are included in the Housing Land Audit (HLA). The HLA report is published annually and provides the most up to date

information on site status, including whether sites have planning consent, are under construction, have no consent or indeed whether there are any constraints such as marketing or no interest demonstrated by a developer.

- 3.3.3 A small housing development of 5 dwellings was completed in 2024-25 within the Lundin Mill Primary School catchment area.
- 3.3.4 The latest publication of the Housing Land Audit, dated 2024, shows there are no effective housing sites in either catchment area.

## **4 Kirkton of Largo Primary School - The Case for Closure**

### **4.1 Kirkton of Largo - Background Information**

- 4.1.1 Kirkton of Largo Primary School is an accessible rural school with a maximum capacity for 50 pupils. The school roll for Kirkton of Largo Primary School steadily declined over a period of 9 years and for the last 3 academic sessions no pupils have enrolled in the school. There are approximately 204 residential homes in the Kirkton of Largo catchment area. The previous school rolls and occupancy rates were as follows:

<b>School Year</b>	<b>School Roll</b>	<b>Capacity</b>	<b>Occupancy</b>
2025	0	50	0%
2024	0	75	0%
2023	0	75	0%
2022	13	75	18%
2021	21	75	28%
2020	28	75	38%
2019	32	75	43%
2018	39	75	52%
2017	34	75	46%
2016	31	75	42%
2015	35	75	47%
2014	43	75	58%

- 4.1.2 For academic session 2022/23 the school roll at Kirkton of Largo Primary School declined from 21 to 13 pupils organised across P5, 6 and 7. Following P7 pupils transitioning to secondary school and parental choice to move pupils to other schools, 6 pupils were projected to attend in session 2023/24. Following a staffing change at the end of term, the parents of the remaining 6 pupils were contacted by the headteacher to advise they would have a new teacher in Kirkton of Largo for session 2023/24. Subsequently, based on this staffing development, all the parents/carers decided to make placing requests to Lundin Mill Primary School and all pupils were able to be accommodated in the class organisation at Lundin Mill Primary School for session 2023/24.
- 4.1.3 The analysis of the September 2025 pupil census data highlights there are 17 primary aged pupils living in the Kirkton of Largo Primary School catchment area. 15 of these 17 are enrolled at Lundin Mill Primary School and the

remaining 2 chose an alternative primary school in the area.

4.1.4 From the current nursery information, there are fewer than 5 pupils enrolled in nursery provision from the Kirkton of Largo Primary School catchment area.

4.1.5 Information provided by the NHS (Community Health Index record of births up to 28 February 2025) has been used to identify the number of births in the Kirkton of Largo Primary School catchment area, showing those pupils who would be due to start school in the next 4 years. These figures are a snapshot of residence at birth and are subject to change where, for example, families may relocate into and out of a school catchment area. The figures are listed in the table below:

Starting primary school August 2025	Fewer than 5 pupils
Starting primary school August 2026	Fewer than 5 pupils
Starting primary school August 2027	Fewer than 5 pupils
Starting primary school August 2028	Fewer than 5 pupils
Starting primary school August 2029	Fewer than 5 pupils

4.1.6 Prior to mothballing the school, the Education Directorate held a meeting with parents/carers, in November 2024, to outline the position. The Education Directorate monitored the school roll and reviewed the number of nursery pupils eligible to commence Primary 1 in August 2025. None of the parents of nursery pupils formally requested a place for Primary 1 in Kirkton of Largo Primary School. The Education Directorate subsequently wrote to parents/carers of pupils living in the Kirkton of Largo Primary School catchment area to advise it was moving forward with a committee paper seeking approval to formally mothball the school. The Education Directorate did not receive any objections by parents/carers, in response.

4.1.7 Kirkton of Largo Primary School has been temporarily closed (mothballed) formally since 9 January 2025 and has not been operational with staff and pupils since June 2023. The school building is currently being maintained by Property Services, to ensure it is wind and watertight, and all resources have been removed from the building, to comply with Risk Management guidance. No pupils have been enrolled for session 2023/24, 2024/25 or 2025/26.

4.1.8 The transfer of existing pupils to Lundin Mill Primary School, prior to academic session 2023/24, was managed appropriately by Education Directorate staff, school staff and parents/carers, to ensure that children were supported through their transition of moving from one school to another. School staff supported the pupils, who moved from Kirkton of Largo Primary School to Lundin Mill Primary School in August 2023, to integrate into their new class setting and establish new friendships.

4.1.9 Although Kirkton of Largo Primary School had a small area used for pupil dining, the school was not used for any (non-school) community activities. During the time the school was operational, Kirkton of Largo Primary school did not run a breakfast or after school club for pupils.

4.1.10 Largo and Newburn Parish Church, in Kirkton of Largo, is used by local residents for community activities, as well as used for voting during local elections. This is located 0.16 miles (250 metres) from Kirkton of Largo Primary School.

## 4.2 **Kirkton of Largo – A Rural School**

4.2.1 Kirkton of Largo Primary School is classified as an accessible rural school, based on the criteria applied by the Scottish Government. As a result of this classification, and because fewer than 70 children were attending the school up until August 2023, the local authority received additional funding of £3,000 per pupil per annum as a contribution to the higher cost of educating children in such settings.

4.2.2 As Kirkton of Largo Primary School is a rural school, when formulating this proposal, the Council is required to:

- i. Identify and explain the reasons for formulating the proposal,
- ii. Describe what steps (if any) it took to address those reasons before formulating the proposal or if it took no such steps explain why it did not do so, and
- iii. Consider whether there are any reasonable alternatives to the proposal as a response to those reasons.

4.2.3 In addition, in the proposal the Council must also give special regard to:

- i. The likely effect on the local community in consequence of the proposal (if implemented), and
- ii. The likely effect caused by any different travelling arrangements that may be required in consequence of the proposal (if implemented).

### 4.2.4 The reasons for formulating the proposal

4.2.4.1 As indicated in paragraph 1.33, this proposal was formulated for the following reasons:

- (a) Kirkton of Largo Primary School has had no pupils enrolled for academic sessions 2023/2024 and 2024/2025.
- (b) There are no pupils enrolled in Kirkton of Largo Primary School for session 2025/2026. Those due to enrol for Primary 1, living in the Kirkton of Largo catchment area, have chosen to attend Lundin Mill Primary School. Overall, the current number of primary age pupils living in the Kirkton of Largo catchment area is 17.
- (c) Kirkton of Largo Primary School has been temporarily closed (formerly known as “mothballed”) since January 2025. The school building is currently being maintained by Property Services to ensure it is wind and watertight.

- (d) Updated birth information has shown that the births in the catchment area have not increased in the last year and there is no other anticipated significant increased growth in the pupil population in the catchment area from, for example, large scale housing development of over 100 units.
- (e) Kirkton of Largo Primary School does not meet all of the Fife Council guiding principles as outlined in paragraph 3.1 of this proposal.

4.2.5 Steps taken to address the reasons before formulating the proposal

4.2.5.1 When the school roll fell to zero in 2023, and the school was no longer operational, the authority monitored relevant factors including the number of primary age children, the number of births and housebuilding in the catchment area to establish whether the position might change. When the school roll remained zero in 2024, as an alternative to proceeding with a closure proposal at that stage, the authority mothballed the school to allow a further opportunity to monitor these factors. As indicated earlier in this proposal the mothballing of the school was reviewed later in 2025. The authority reviewed the relevant factors. The outcome of the 2025 review led to this proposal.

4.2.6 Reasonable alternatives to the proposal as a response to those reasons

- 4.2.6.1 The Education Directorate is required to consider whether there are any reasonable alternatives to the proposal as a response to the reasons for the proposal stated above.
- 4.2.6.2 Continued Temporary Closure (formerly known as “Mothballing”) of Kirkton of Largo Primary School
- 4.2.6.3 The Statutory Guidance on the Schools (Consultation) (Scotland) Act 2010, confirms that temporary closure (formerly known as “mothballing”) may be a reasonable alternative to school closure for local authorities. Temporary closure refers to a temporary decision to close a school, in this case, where the roll has fallen to zero. Temporary closure, rather than permanent closure of a school, gives the opportunity for the school to reopen should circumstances change.
- 4.2.6.4 The Education Directorate arranged a meeting for any parent affected by the declining school roll at Kirkton of Largo Primary School in November 2024 and subsequently wrote to all parents advising them that as no pupils had requested to enrol at Kirkton of Largo Primary School for session 2024/25, the Education Directorate would take forward a paper to the Cabinet Committee on 9 January 2025 to seek approval to mothball the school.
- 4.2.6.5 The decision to mothball Kirkton of Largo Primary School in on 9 January 2025, was as an alternative to proceeding with a closure proposal. Closure requires a statutory consultation in accordance with the Schools

(Consultation) (Scotland) Act 2010 and a decision by Fife Council's Cabinet Committee, following the consultation.

4.2.6.6 The Cabinet Committee, on 9 January 2025, considered the recommendation to mothball Kirkton of Largo Primary School as the school had had no pupils enrolled for the academic session from August 2023. The Committee Decision of 9 January 2025 was:

- (a) to mothball Kirkton of Largo Primary School with immediate effect.
- (b) that during the mothballing period, any children wishing to enrol at Kirkton of Largo Primary School will be offered a place at Lundin Mill Primary School and provided with free transport if they meet the distance criteria.
- (c) that the resources and furniture within the school be offered to surrounding schools; and
- (d) that a further report reviewing the decision be considered by the Cabinet Committee in December 2025.

4.2.6.7 As referred to throughout this document Kirkton of Largo Primary School had no pupils enrolled for academic sessions 2023/2024, 2024/2025 or 2025/2026. The school has remained formally mothballed since 9 January 2025. There has been no attempt by parents to seek the reopening of Kirkton of Largo Primary School for academic sessions 2023/24, 2024/25 or 2025/26. All pupils in the catchment area have enrolled at Lundin Mill Primary School or other schools.

4.2.6.8 The school building is currently being maintained by Property Services to ensure it is wind and watertight. Updated birth information shows the births in the catchment area have not increased in the last year and there is no other anticipated significant increased growth in the pupil population in the catchment area from, for example, large scale housing development of over 100 units.

4.2.6.9 The decision to mothball Kirkton of Largo Primary School was reviewed in December 2025. This proposal paper reflects the outcome of the review of the which is to proceed with this proposal to close Kirkton of Largo Primary School and rezone the catchment area of Lundin Mill Primary School.

4.2.6.10 Paragraph 63 of the guidance provides "The maximum length of the temporary closure's duration is likely to depend on the location of the school and the desirability of maintaining capacity to re-open a school there, but it is unlikely that it should exceed three years in areas that are not very remote."

4.2.6.11 Paragraph 64 of the guidance provides "It is also vital that the flexibility to close a school or nursery for a temporary period is not used to undermine

the purpose of the 2010 Act to enable the community to consider and scrutinise proposals by local authorities to permanently close local schools and nurseries.”

4.2.6.12 Paragraph 65 of the guidance provides “Temporary closures are only appropriate in very restricted circumstances. Temporary closure may be appropriate where the numbers of children attending are zero and there is a realistic prospect of families returning, for example, in very remote or islands communities where the school is the only local provision. In such case temporary closure helps preserve the possibility of reopening if families return.”

**4.2.6.13 The Education Directorate does not consider that continuing with the current temporary closure (formerly known as “mothballing”) arrangement is a reasonable alternative to the proposal as a response to the reasons for formulating the proposal. It would not be in the interests of the pupils and wider community to continue with the existing temporary closure (“mothballing”) arrangement. To retain a building, which is empty and not in operation, for another year, would require Fife Council to continue to ensure security, undertake repairs and sustain maintenance contracts. Where the school is not very remote, the school roll is zero and there is no realistic prospect of the school roll increasing sufficiently to justify reopening the school, continued temporary closure (“mothballing”) of the school is not justified and would be contrary to the terms of the Statutory Guidance referred to. It would deny statutory consultees and other interested parties the opportunity to have their say on the future of Kirkton of Largo Primary School.**

4.2.6.14 Kirkton of Largo Primary School to reopen

4.2.6.15 Pupil enrolment trend data demonstrates that parents/carers within the Kirkton of Largo village have chosen to make placing requests to other schools over the last number of years and therefore the parents have chosen their preferred primary provision. The school roll at September 2022 census was 13 pupils (18% occupancy). There is no mechanism available to Fife Council to increase the school roll.

4.2.6.16 The Education Directorate believes that whilst the school was in operation with 13 pupils, the educational experience would be different to other schools with a higher occupancy and larger peer group and that the Kirkton of Largo Primary School catchment pupils are now benefitting from being part of a larger school.

4.2.6.17 The parents who attended the meeting in November 2024 were disappointed that the school roll could not be sustained in Kirkton of Largo Primary School. However, the parents/carers have acknowledged that at Lundin Mill Primary School there is a larger peer group to allow pupils to collaborate.

4.2.6.18 Based on the school roll, from September 2025 census, there were 17 primary aged pupils living within the Kirkton of Largo Primary School catchment area. 15

were attending Lundin Mill Primary School with 2 attending elsewhere.

4.2.6.19 The table below shows the school roll, year on year, if all the projected pupils from the Kirkton of Largo Primary School catchment area attended the school. This does not include the current catchment pupils who are enrolled in any other primary schools. Nor does it include pupils from new housing as there is none proposed in this area. It has been determined by a trend of births in the catchment area.

2026	2027	2028	2029	2030
<5	6	7	9	9

4.2.6.20 Pupil enrolment trend data indicates that it is highly unlikely that all projected pupils would enrol in Kirkton of Largo Primary School if it were to reopen.

4.2.6.21 Should a decision be made to reopen Kirkton of Largo Primary School, there would be no requirement for current primary age pupils living in the Kirkton of Largo Primary School catchment area, currently enrolled in Lundin Mill Primary School or any other primary school, to enrol at Kirkton of Largo Primary School. If the school were to reopen during session 2026/27, there would be:

- (a) approximately 18 pupils living in the catchment area for session 2026/27, including those currently attending denominational primary school provision.
- (b) only one pupil at 2 different primary school stages
- (c) one class with all pupils taught in a composite class ranging from P1 to P7.
- (d) minimum staffing costs of approximately £140,000. In addition, costs to fully equip the school with furniture and resources would require to be met, together with the costs of redecorating the school, providing new floor coverings and providing enhancement to the dining facilities. These costs could equate to approximately £150,000. The total budget required to reopen the school is estimated to be in the region of £290,000.

4.2.6.22 **The Education Directorate does not consider that the reopening of Kirkton of Largo Primary School is a reasonable alternative to the proposal as a response to the reasons for formulating the proposal. It would not be in the interests of the pupils and wider community to reopen because the projected pupil roll (based on birth rates and known pupils living in the catchment area) falls short of one of the guiding principles.**

4.2.6.23 Consideration of the rezoning of the nearest primary schools' catchment areas

4.2.6.24 There are 4 other schools which are situated fewer than 6 miles from Kirkton of Largo Primary School, where consideration could be given to rezoning their catchment areas to increase the occupancy of Kirkton of Largo Primary School. The closest primary schools to Kirkton of Largo Primary School are:

- (a) Lundin Mill Primary School (1.4 miles)
- (b) Colinsburgh Primary School (3.7 miles)
- (c) Largoward Primary School (4.5 miles)
- (d) Elie Primary School (5.2 miles)

4.2.6.25 (a) **Lundin Mill Primary School**

4.2.6.26 Lundin Mill Primary School is an accessible rural school located 1.4 miles from Kirkton of Largo Primary School, with a published permanent capacity for 150 pupils. In accordance with the Committee decision of 9 January 2025, any pupil of school age currently living in the Kirkton of Largo Primary School catchment area, or any new pupils to the village, are advised Lundin Mill is their local school. The small number of pupils currently living in the Kirkton of Largo Primary School catchment area have been accommodated in Lundin Mill and integrated within the school or have chosen to attend other primary school provision, including denominational provision.

4.2.6.27 To increase the occupancy of Kirkton of Largo Primary School, to meet the Council's guiding principles, more than 30 pupils would need to enrol at the school, to increase the occupancy to more than 60%. This would likely result in the closest school, Lundin Mill also reducing to around 60% capacity. By reducing the catchment area of Lundin Mill Primary School in this way, this could result in the operation of 2 small schools, neither of which would meet all the guiding principles set out in paragraph 3.1 above.

4.2.6.28 Reducing the catchment area of Lundin Mill Primary School, by rezoning part of the catchment to Kirkton of Largo Primary School, would, therefore, affect the long-term sustainability of Lundin Mill Primary School. It would not be practicable to rezone properties from Lundin Mill Primary School catchment area to Kirkton of Largo Primary School, as this could result in a declining school roll and occupancy for Lundin Mill in the long term, based on the current trends.

4.2.6.29 In addition, an increased number of pupils would require transport to Kirkton of Largo Primary School. This scenario would result in an increased revenue cost for the Education Directorate, by procuring a larger vehicle to transport pupils from Lundin Mill to Kirkton of Largo Primary School. At present the vehicle(s) transport fewer than 5 pupils from Kirkton of Largo to Lundin Mill. It would also take away the opportunity to build independence for those Lundin Mill Primary School pupils who currently walk to school.

4.2.6.30 The Education Directorate believes that being part of a larger school will enable both the existing pupils living in the Lundin Mill Primary School catchment area and those pupils from Kirkton of Largo catchment area attending Lundin Mill Primary School to continue to benefit from an enhanced range of curricular experiences, providing more opportunities to become successful learners, confident individuals, effective contributors and responsible citizens.

4.2.6.31 Decreasing the pupil population for Lundin Mill Primary School will, over both schools, increase the number of pupils educated in classes organised in a broader range of school years (e.g. P1 to P4 instead of P1 to P2). This will widen the scope of teacher planning, taking account of the 7 principles of Curriculum for Excellence design, ensuring learner's experience a coherent curriculum across all 4 contexts (opportunities for personal achievement,

interdisciplinary learning, ethos and life of the school and Curriculum areas and subjects). It will also reduce the opportunities for children to collaborate during planned learning activities and reduce the ability to adapt the learning environment to reflect the age and stage of the pupils learning more closely within it.

4.2.6.32 Composite class organisation spanning 3 or more primary year groups provides fewer opportunities for planned and focused collaborative and cooperative learning activities, undermining a more rigorous development and progression of pupils' skills and knowledge. Importantly, pupils will have fewer opportunities to learn with and from their similar age peers. They will have fewer opportunities to consolidate and extend their learning, articulate arguments, explore new ideas and find creative solutions to problems within groups of their peers.

4.2.6.33 **The Education Directorate does not consider rezoning part of the catchment area of Lundin Mill Primary School to Kirkton of Largo Primary School a reasonable alternative to the proposal as a response to the reasons for formulating the proposal. It would not be in the interests of the pupils and wider community to rezone pupils from another community to sustain Kirkton of Largo Primary School. It would not provide any educational benefits to the children living in the catchment areas of either Kirkton of Largo Primary School or Lundin Mill Primary School.**

#### 4.2.6.34 (b) **Colinsburgh Primary School**

4.2.6.35 Colinsburgh Primary School is an accessible rural school with a maximum capacity of 74 pupils, distributed across 3 classrooms and could accommodate the small number of catchment pupils from Kirkton of Largo Primary School. The school is currently rated C (Poor) for Suitability and B for Condition.

4.2.6.36 Three housing sites have been granted planning permission within the Colinsburgh catchment area, resulting in 71 new dwellings by 2027 (as described in the table below). It is projected that additional pupils generated from these houses will support the school to maintain an occupancy level greater than 60%, one of the guiding principles set out in paragraph 3.1.

	Number of homes	Expected Completion
Kilconquhar Mains (LAR090)	13 homes	By 2025
Colinsburgh SE (LAR083)	50 homes	By 2027
Muircambus Farm (LAR104)	8 homes	By 2026

4.2.6.37 Colinsburgh Primary School is located 3.7 miles from Kirkton of Largo and can be accessed off the busy A917. The A917 to and from Kirkton of Largo village to Colinsburgh is a main commuter route from Leven to St Andrew's and the speed limit is 60 mph with no pedestrian footpaths.

4.2.6.38 To increase the occupancy of Kirkton of Largo Primary School, to meet the Council's guiding principles, more than 30 pupils would need to enrol at the school, to increase the occupancy to more than 60%. This would result in the

Colinsburgh Primary School roll reducing to around 20% capacity and 1 multi composite class ranging from P1 to P7.

- 4.2.6.39 By reducing the catchment area of Colinsburgh Primary School in this way, this would result in the continued operation of 2 small schools, neither of which would meet all the guiding principles set out in paragraph 3.1 above.
- 4.2.6.40 Rezoning some of the properties within the Colinsburgh catchment area would result in additional revenue expenditure for the Education Directorate, to provide distance entitled free transport over a longer distance.
- 4.2.6.41 This option would result in a number of pupils travelling past Colinsburgh Primary School to attend Kirkton of Largo Primary School. This option would also take away the opportunity to build independence for those Colinsburgh Primary School pupils who currently walk to school.
- 4.2.6.42 **The Education Directorate does not consider rezoning part of the catchment area of Colinsburgh Primary School to Kirkton of Largo Primary School a reasonable alternative to the proposal as a response to the reasons for formulating the proposal. It would not be in the interests of the pupils and wider community to rezone pupils from another community to sustain Kirkton of Largo Primary School. It would not provide any educational benefits to the children living in the catchment areas of either Kirkton of Largo Primary School or Colinsburgh Primary School.**

#### **4.2.6.43 (c) Largoward Primary School**

- 4.2.6.44 Largoward Primary School is an accessible rural school with a maximum capacity of 50 pupils, distributed across 2 classrooms, and could accommodate the small number of catchment pupils from Kirkton of Largo Primary School. The school is currently rated B (Satisfactory) for Suitability and B (Satisfactory) for Condition.
- 4.2.6.45 Largoward Primary School is part of a different secondary school cluster and is associated with Madras College. The secondary catchment for pupils living within the Kirkton of Largo Primary School catchment area is Waid Academy. For this reason alone, it would not be an appropriate option to rezone pupils from the Largoward Primary School catchment area to Kirkton of Largo Primary School catchment area.
- 4.2.6.46 Largoward Primary School is located 4.5 miles from Kirkton of Largo and can be accessed off the busy A915. The A915 to and from Kirkton of Largo village to Largoward is a main commuter route from Leven to St Andrew's and the speed limit is 60 mph with no pedestrian footpaths.
- 4.2.6.47 To increase the occupancy of Kirkton of Largo Primary School, to meet the Council's guiding principles, more than 30 pupils would need to enrol at the school, to increase the occupancy to more than 60%. However, there are currently fewer than 15 pupils enrolled at Largoward Primary School.

4.2.6.48 By reducing the catchment area of Largoward Primary School in this way, this would result in no pupils attending Largoward Primary School.

4.2.6.49 Rezoning some of the properties within this catchment area would result in additional revenue expenditure for the Education Directorate, to provide free transport.

4.2.6.50 This option would result in a number of pupils travelling past Largoward Primary School to attend Kirkton of Largo Primary School. This option would also take away the opportunity to build independence for those Largoward Primary School pupils who currently walk to school.

**4.2.6.51 The Education Directorate does not consider rezoning part of the catchment area of Largoward Primary School to Kirkton of Largo Primary School a reasonable alternative to the proposal as a response to the reasons for formulating the proposal. It would not be in the interests of the pupils and wider community to rezone pupils from another community to sustain Kirkton of Largo Primary School. It would not provide any educational benefits to the children living in the catchment areas of either Kirkton of Largo Primary School or Largoward Primary School.**

#### **4.2.6.52 (d) Elie Primary School**

4.2.6.53 Elie Primary School is an accessible rural school and currently has one class of pupils ranging from P3 to P7. It has a maximum capacity of 75 pupils, distributed across 3 classrooms and could accommodate the small number of catchment pupils from Kirkton of Largo Primary School. The school is currently rated B (Satisfactory) for suitability and B (Satisfactory) for condition. The occupancy of the school is less than 20%.

4.2.6.54 Two housing sites have been granted planning permission within the Elie catchment area, potentially resulting in 80 new dwellings by 2030 (as described in the table below). It is projected that additional pupils generated from these houses will support the school to attain an occupancy level greater than 60%, one of the guiding principles set out in paragraph 3.1.

	Number of homes	Expected Completion
Grange Road (LAR092)	25 homes	2027 - 2030
Elie East (LAR093)	55 homes	2026 - 2029

4.2.6.55 Elie Primary School is located 5.2 miles from Kirkton of Largo and can be accessed off the busy A917. The A917 to and from Kirkton of Largo village to Elie is part of the main route from Leven along the East Neuk of Fife and the speed limit is 60 mph with no pedestrian footpaths.

4.2.6.56 To increase the occupancy of Kirkton of Largo Primary School, to meet the Council's guiding principles, more than 30 pupils would need to enrol at the school, to increase the occupancy to more than 60%. However, there are currently fewer than 20 pupils enrolled at Elie Primary School.

4.2.6.57 By reducing the catchment area of Elie Primary School in this way, this would result in no pupils attending Elie Primary School.

4.2.6.58 Rezoning some of the properties within the Elie catchment area would result in additional revenue expenditure for the Education Directorate, to provide distance entitled free transport over a longer distance.

4.2.6.59 This option would result in a number of pupils travelling past Elie Primary School to attend Kirkton of Largo Primary School. This option would also take away the opportunity to build independence for those Elie Primary School pupils who currently walk to school.

4.2.6.60 **The Education Directorate does not consider rezoning part of the catchment area of Elie Primary School to Kirkton of Largo Primary School a reasonable alternative to the proposal as a response to the reasons for formulating the proposal. It would not be in the interests of the pupils and wider community to rezone pupils from another community to sustain Kirkton of Largo Primary School. It would not provide any educational benefits to the children living in the catchment areas of either Kirkton of Largo Primary School or Elie Primary School.**

4.2.7 The likely effect on the local community in consequence of the proposal (if implemented)

4.2.7.1 The local community has been defined in three ways, as demonstrated in Appendix 2.

4.2.7.2 The first community considered is the school community. The existing school community of Kirkton of Largo has already become part of a larger, sustainable school community and as such brings together all the children within the Lundin Mill school community. Lundin Mill Primary School has engagement links with the Community Council, Kirkton of Largo church, a Dementia Friendly group and Peacehaven Care Home, amongst others.

4.2.7.3 As stated above, when in operation, the school community at Kirkton of Largo Primary School made no use of the school building for activities involving the local community, and no impact in this respect is anticipated.

4.2.7.4 The second community considered is the local community which is the Upper Largo community. This community makes no use of the school building for community activities. The community can make use of a Largo and Newburn Parish Church, approximately 250 metres from the school, and implementation of the proposal would therefore not affect the holding of community events in the village. It is the view of the Education Directorate that the loss of the school premises would not adversely affect the community. The school, prior to temporary closure (formerly referred to as “mothballing”), did not have any links with the Largo Area Community Council.

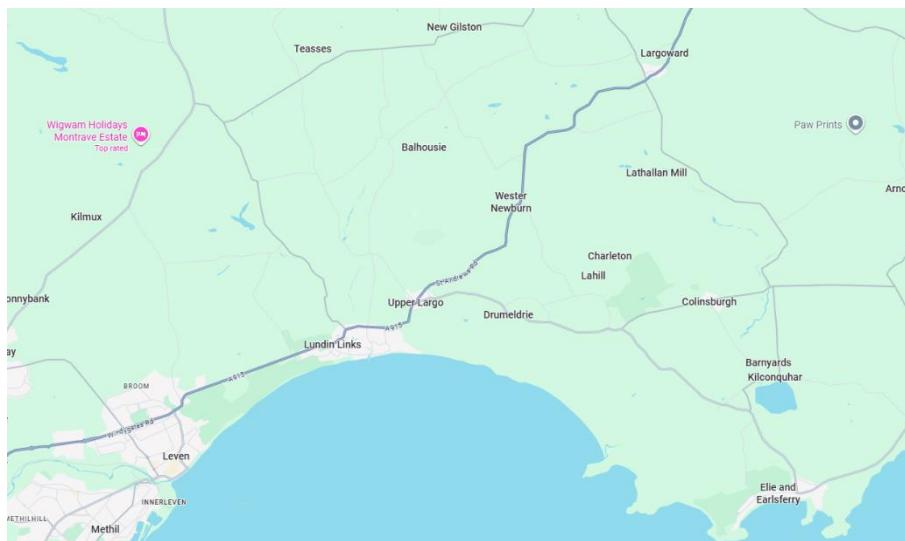
4.2.7.5 If the proposal is implemented, it is the view of the Education Directorate that the sustainability of the Upper Largo village community will not be affected, and

the community will remain. Children will continue to live in the community and will attend a school fewer than 2 miles from their existing school. From August 2022, the Headteacher of Lundin Mill and Kirkton of Largo Primary Schools worked to enhance the link between the two communities. Combined activities such as woodland visits, school excursion to Ardroy for P7 pupils, special assemblies once a term, where Kirkton of Largo pupils would join pupils at Lundin Mill, and peer mediation training, commenced. This allowed pupils and parents/carers an opportunity to hear about the joint activities and provided the pupils a broader school experience.

- 4.2.7.6 It is also the view of the Education Directorate that there will be no significant impact on the desire for housing in the area. The expected number of pupils, from births in this catchment area, is likely to have no significant impact for the Education Directorate and would still allow for consideration of any planning application for additional housing within the catchment area.
- 4.2.7.7 The existing pupils living in the Kirkton of Largo Primary School catchment area, from births, can be accommodated in Lundin Mill Primary School.
- 4.2.7.8 Roll projections for Lundin Mill Primary School, including Kirkton of Largo Primary School Catchment are:

Year	2026	2027	2028	2029	2030	2031
Number of projected pupils	129	114	109	102	100	94

- 4.2.7.9 Further analysis of local community impact is provided in section 15 of this proposal.
- 4.2.7.10 Finally, the wider community of which Upper Largo village is a part, will benefit from the development of a more sustainable school estate, with a reduction in the revenue costs due to under-occupation and maintenance of a council asset. The longevity of the remaining schools will be improved, providing stability to the area. There will be no impact on the use of shops, services and facilities in this wider community by residents of the Upper Largo community because of the closure of Kirkton of Largo Primary School.
- 4.2.7.11 If the proposal is implemented, the Education Directorate does not consider that there will be any adverse effect on the local community, whether defined as the school community, the local village community or the wider rural community surrounding the village of Upper Largo. Overall, the Education Directorate considers that there will be a positive effect on the local community.
- 4.2.7.12 The picture below demonstrates the proximity of Kirkton of Largo to other communities in the Levenmouth and East Neuk area.



**4.2.8 The likely effect caused by any different travelling arrangements that might be required as a result of the proposal**

4.2.8.1 Lundin Mill Primary School is situated 1.4 miles from Kirkton of Largo Primary School. Primary age pupils who live more than one mile from their catchment school are entitled to free transport under the present Fife Council School Transport Policy. As a result of the January 2025 decision to temporarily close (formerly mothball) Kirkton of Largo Primary School, Fife Council offers all parents residing in the Kirkton of Largo Primary School catchment area, who were already attending Lundin Mill Primary School because of a placing request, and any new pupils, free transport to Lundin Mill Primary School. For those pupils who meet the distance criteria, this arrangement will continue. The journey time from Kirkton of Largo Primary School to Lundin Mill Primary School is less than 10 minutes by mini-bus or car, and whilst there will be variations in this for some pupils, the Education Directorate does not consider that there will be any significant adverse effects as a result of this proposal. There will be a small environmental impact of transporting the Kirkton of Largo pupils who may have previously walked to school.

4.2.8.2 It is unlikely that the arrangements school staff make to get to school will change in any significant way. There is unlikely to be any environmental impact arising from the arrangements staff make to get to school.

4.2.8.3 Other users of the school premises or facilities will not be affected in relation to transport arrangements. The Kirkton of Largo Primary School building was not used for community use activities prior to the school becoming non-operational in August 2023 and therefore there is no effect on other users' transport. As previously indicated, the church hall is approximately 250 metres from the school.

**4.2.9 Therefore, the Education Directorate has concluded that there is no reasonable alternative to the proposal to close Kirkton of Largo Primary School and rezone the catchment area to Lundin Mill Primary School. The rezoning of Lundin Mill Primary School catchment area will sustain the**

**long-term school roll at Lundin Mill Primary School, as well as meet the occupancy rate of above 60% and allow Lundin Mill Primary School to continue to operate with more than 3 Primary classes. Implementation of the proposal to close Kirkton of Largo Primary School is the most appropriate response to the reasons for this proposal as outlined above at paragraph 1.32 and 4.2.4.1.**

## **5. Lundin Mill - The Case for Rezoning the Catchment Area**

5.1 Lundin Mill Primary School is classified as a rural school in accordance with the Scottish Government Rural Schools Classification dated October 2021.

### **5.2 Lundin Mill Primary School**

5.2.1 Lundin Mill Primary School is the nearest primary school, within the Waid Academy cluster, to the Kirkton of Largo village and is also located in a village. Lundin Mill Primary School is situated 1.4 miles from the Kirkton of Largo Primary School building and the journey from school to school takes fewer than 10 minutes by mini-bus or car. There are currently approximately 1185 residential homes in the Lundin Mill catchment area. Pupils from the Kirkton of Largo Primary School catchment area, who have attended Lundin Mill Primary School in the last 3 academic sessions, have helped sustain the roll at Lundin Mill. The school has also accepted approximately 25 placing requests across P1 to P7 (excluding the pupils from Kirkton of Largo). There have also been approximately 10 pupils across all primary stages who have chosen to attend other schools. The school roll year on year has been as follows:

<b>Academic Year</b>	<b>School Roll</b>	<b>Academic Year</b>	<b>School Roll</b>
2025-2026	133	2020 -2021	99
2024 -2025	137	2019 - 2020	93
2023 - 2024	127	2018 - 2019	94
2022 - 2023	130	2017 - 2018	99
2021 - 2022	114	2016 - 2017	110

5.2.2 There are no known plans for new housing in the Lundin Mill Primary School catchment area.

5.2.3 The accommodation for Lundin Mill Primary School is situated in 2 separate buildings in close proximity to each other. There are 5 permanent classrooms in one building. In addition, there is one temporary classroom situated in the same building as the nursery.

5.2.4 Following a review of the capacities of all primary schools in Fife, Lundin Mill Primary School capacity has reduced from 7 classes to 6 to allow for a permanent multi-purpose space in the main building greater than 45sqm. The published pupil capacity within Lundin Mill Primary School is 150 pupils, consisting of 6 composite classes of up to 25 pupils.

5.2.5 The school roll at Lundin Mill Primary School was recorded as 137 pupils in the September 2024 census, with an occupancy of greater than 60%. The figures

include pupils from the Kirkton of Largo Primary School catchment area who made placing requests to Lundin Mill Primary School prior to session 2023/24, when the school was last operational, and any subsequently enrolled in terms of the mothballing arrangements. The school roll for Lundin Mill Primary School for session 2025/26 is 133 pupils, accommodated within 6 classes. This allows the multi-use area to be used flexibly, to deliver aspects of the curriculum.

5.2.6 For session 2025/2026, there are fewer than 5 nursery aged pupils living in the Kirkton of Largo Primary School catchment area attending nursery provision across the Levenmouth area. For session 2025/26 there are 26 nursery aged pupils living in the Lundin Mill Primary School catchment area due to attend nursery provision across this area. These figures include N4 (anti-pre-school) and N5 pupils (pre-school) children due to attend in the August, January and April intakes.

5.2.7 The addition of Kirkton of Largo Primary School catchment pupils into the Lundin Mill Primary School catchment area would help to ensure the continued sustainability of this school roll, with more than 50 pupils, 3 classes and an occupancy over 60%, thus continuing to meet the guiding principles as set out in paragraph 3.1.

5.2.8 School roll projections for Lundin Mill Primary School (based on the 2024 pupil census), indicate the roll of Lundin Mill Primary School is likely to decline over the next few years to an occupancy of just over 60% by 2031. If this projection did not include the small number of births from the Kirkton of Largo catchment area, occupancy levels at Lundin Mill Primary School would fall below 60%.

Year	2026	2027	2028	2029	2030	2031
<b>Projected Number of Pupils</b>	129	114	109	102	100	94
<b>Capacity</b>	150	150	150	150	150	150

5.2.9 There is nursery provision on site at Lundin Mill Primary School. The local nurseries for pupils living in the Kirkton of Largo and Lundin Mill Primary School catchment areas are situated at Anstruther, Crail, Lundin Mill, Pittenweem and St Monans. In addition, there are a number of private providers and childminders in this geographical area. Most pupils from the catchment areas of Kirkton of Largo and Lundin Mill have chosen to attend Lundin Mill nursery.

5.2.10 Lundin Mill Primary School does not operate a morning or after school childcare service. The nearest childcare club is run from Kennoway or Mountfleurie Primary Schools.

5.2.11 Lundin Mill Primary School has links with the local bowling, tennis and golf clubs. It is also near the coastal path, beach and local park.

5.2.12 The proposed new catchment area for Lundin Mill Primary School, from Monday 17 August 2026, is shown within Appendix 3.

5.2.13 The Education Directorate is confident that the collaboration between the Planning Service and the Education Directorate, to analyse and respond to planning applications, is robust. School capacity risks are reviewed whenever the Housing Land Audit is renewed and when every new planning application is received, and the roll projections reflect current pupil numbers, school capacity, class organisation and other relevant legislation and policies. These assessments are, and will continue to be, based on school data that is updated annually e.g. Pupil Census, School Estate Core Facts and Housing Land Audit.

## **6. Educational Benefits Statement**

6.1 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. 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).

**6.2 The authority's assessment of the likely effects of this proposal (if implemented) on:**

**6.2.1 (i) The pupils of any affected school**

**6.2.1.1 Benefits for the pupils of Kirkton of Largo Primary School catchment area**

6.2.1.2 In making this proposal, the Education Directorate believes that being part of a larger school will enable both the existing pupils living in the Lundin Mill Primary School catchment area, and those pupils from Kirkton of Largo catchment area attending Lundin Mill Primary School, to continue to benefit from an enhanced range of curricular experiences, providing more opportunities to become successful learners, confident individuals, effective contributors and responsible citizens.

6.2.1.3 An increased pupil population (less than 20 moving to more than 100) will enable Kirkton of Largo catchment pupils to be educated in classes organised in a narrower range of school years (e.g. P1 to P2 instead of P1 to P7). This allows for teacher planning to focus on fewer stages, taking account of the 7 principles of Curriculum for Excellence design, ensuring learner's experience a coherent curriculum across all 4 contexts (opportunities for personal achievement, interdisciplinary learning, ethos and life of the school and Curriculum areas and subjects). It also provides more opportunities for children to collaborate during planned learning activities as well as the learning environment more closely reflecting the age and stage of the pupils learning within it.

6.2.1.4 Composite class organisation spanning 3 or fewer primary year groups provides greater opportunities for planned and focused collaborative and cooperative learning activities, supporting a more rigorous development and progression of pupils' skills and knowledge. Importantly, pupils will have opportunities to learn with and from their similar age peers. They will have more opportunities to consolidate and extend their learning, articulate arguments, explore new ideas and find creative solutions to problems within groups of their peers.

6.2.1.5 Children from Upper Largo village are integrating within Lundin Mill Primary School and the advantage for Kirkton of Largo Primary School catchment pupils is that they now have a bigger peer group at each primary stage. It is no longer the case where a single pupil from one primary stage must play with pupils from an older or younger year group, as previously there were no other pupils at the same age. This has reduced the risk of social isolation as a result of having no other peer group of the same age. Lundin Mill has 6 classes (for the past 4 years) some of which have been organised in composite classes. There has always been a minimum of at least 4 pupils of each stage which provides greater peer support in each class setting.

6.2.1.6 Within the larger school, learners will have the opportunity to develop wider relationships and friendships which will see them better prepared to meet the social and learning opportunities and challenges ahead in the large context of secondary school. This is important in terms of developing their learner journey from 3 to 18 years of age.

6.2.1.7 Attending a larger school provides pupils from Upper Largo with the opportunity to undertake a wider range of leadership and team roles during a wider variety of planned pupil experiences.

6.2.1.8 It is anticipated that the larger occupied school will provide more flexible support to children with additional support needs and will provide opportunities for these children to be supported by a range of adults over time. A greater pool of adults can help facilitate the development of children's independence and their capacity to interact with others.

6.2.1.9 A larger school / sustained roll at Lundin Mill Primary School offers children from the Kirkton of Largo Primary School catchment area an increased possibility of participating in teams in a range of local and national competitions and events.

These educational, cultural, and sporting activities provide a number of benefits for children in terms of both academic and social development, whilst also supporting the process of transition towards the larger and more varied educational setting of secondary school.

- 6.2.1.10 Pupils currently transitioning from Nursery to Lundin Mill Primary School Primary 1 are more likely to have attended Nursery with a child who is also transitioning to the same primary school. This will provide peer familiarity and reassurance for pupils. Similarly, a greater number of children transitioning from P7 at Lundin Mill to Waid Academy will ensure similar benefits for young people.
- 6.2.1.11 There are 30 nursery aged pupils living in the Lundin Mill and Kirkton of Largo Primary School catchment areas attending Fife Council nurseries or partner providers. 14 of the 30 attend Lundin Mill nursery, 11 attend other Fife Council nurseries and 5 attend partner providers.
- 6.2.1.12 It was previously exceptionally difficult to facilitate any after school activities at Kirkton of Largo, with 2 teachers working within the school (1 teacher in session 2022/23) as well as small numbers making some activities non-viable. Alongside a larger group of teachers, partners offer more viable opportunities for children in Lundin Mill.

#### **6.2.1.13 Benefits for the pupils of Lundin Mill Primary School catchment area**

- 6.2.1.14 The gradual move of children from Kirkton of Largo Primary School has resulted in no negative impact for pupils attending Lundin Mill Primary School from the Kirkton of Largo catchment area.
- 6.2.1.15 Lundin Mill Primary School pupils will have increased opportunities to develop relationships and friendships with peers from a wider geographical area. They will also have greater opportunities to participate in co-operative and shared learning experiences with more peers of a similar age.
- 6.2.1.16 An increased school roll supports the sustainability and viability of the school, offering greater certainty to learners within the Lundin Mill Primary School community. There will be a narrower age range of pupils in each composite class.
- 6.2.1.17 Pupils within Lundin Mill will continue to have access to any lunchtime and extracurricular school clubs on offer which are managed by school staff or Active Schools. The addition of pupils from Kirkton of Largo will provide an enhanced number of pupils to take part in teams organised by age.
- 6.2.1.18 There may be opportunities in future for pupils to get involved with any evening activities run by outside agencies. There is currently no demand for the school to be open in the evening for community events or activities, except for school events such as Parent Council meetings.
- 6.2.1.19 Primary Teacher staffing allocations are assigned annually to reflect pupil rolls, therefore there would be a neutral effect from any increase in pupil numbers.

**6.2.2 (ii) Any other users of the school's facilities,**

**6.2.2.1 Effect on Staff as a result of the closure and rezoning proposal**

6.2.2.2 The number of pupils in Kirkton of Largo, for the last academic session it was operational, resulted in a single class school. Operating as a single class for an academic session results in limited opportunities for staff collaboration. As a result of an increased pupil roll at Lundin Mill Primary School there will be a larger staff team which will have opportunities to work in collaboration with additional peers for a variety of different purposes. These opportunities include self-evaluation for self-improvement activities, developing and implementing school improvement priorities, as well as assessment and moderation activities to ensure consistent standards and expectations for all pupils.

6.2.2.3 At Lundin Mill Primary School, there is a greater number of staff than previously located within Kirkton of Largo Primary School. This results in an increased range of staff specialism, knowledge, expertise, skills and talent as well as increased scope in the deployment of staff to meet the needs and respond to the differing interests and curricular choices of individuals.

6.2.2.4 Increased opportunities for collaborative working between a larger number of teachers and pupil support staff will provide a wider range of learning and teaching approaches, develop a consistency of expectations and opportunities to share good practice, leading to better outcomes for children. Furthermore, collective professional learning activity will offer increased opportunities for moderation and curriculum development which will directly impact on school improvement. This will support the national and Fife-wide empowerment agenda.

6.2.2.5 The larger occupied school will provide a progressive and coherent curriculum, based on an enhanced range of planned learning and teaching approaches, which will have a potential positive impact on the quality of pupils' wider achievements. More teachers and more Pupil Support Assistants in one setting will help promote high quality staff interaction through joint planning and shared career-long professional learning opportunities.

6.2.2.6 This rezoning proposal is expected to sustain the existing school roll at Lundin Mill Primary School. As a result, the number of staff required is expected to remain at the same level, supporting consistency across all aspects of school life.

**6.2.2.7 Effect on Facilities as a result of the closure and rezoning proposal**

6.2.2.8 Kirkton of Largo Primary school comprises 2 classrooms smaller than the 57 square metre standard size. The school hall is considerably smaller than the size recommended by Sport Scotland.

6.2.2.9 Pupils who previously attended Kirkton of Largo Primary school will benefit from the enhanced facilities available at Lundin Mill Primary School. This will provide staff with greater flexibility of opportunities to use different types of learning

environments that better support a range of learning activities and opportunities for all learners.

- 6.2.2.10 Indoor and outdoor physical education facilities at Lundin Mill can deliver the recommended 2 hours of physical education per week, to all pupils, throughout the year. This is crucial to the physical and emotional wellbeing of the children. The school has a central large gathering space that is used for dining, PE and a range of other curricular activities as well as whole school assemblies and performances.
- 6.2.2.11 It is not expected that this proposal will have any significant impact on the facilities of Lundin Mill Primary School. This school has a variety of learning spaces to allow all pupils to receive the full breadth of the curriculum and meet learners needs.

#### **6.2.2.12 Effect on Parents as a result of the closure and rezoning proposal**

- 6.2.2.13 In the session 2022/23, Kirkton of Largo Primary School did not have a Parent Council.
- 6.2.2.14 The increased number of pupils attending Lundin Mill Primary School provides all parents from the Kirkton of Largo catchment area the opportunity to be part of a larger parent forum of the school and wider geographical community area.
- 6.2.2.15 An active Parent Council at Lundin Mill gives the opportunity for parents from Kirkton of Largo catchment area to become a member of a supportive group which has regular meetings and fundraising events. All parents of Lundin Mill and Kirkton of Largo pupils are invited to join every meeting.
- 6.2.2.16 Parents from the Kirkton of Largo catchment area will be able to attend a wider range of events on offer at Lundin Mill, as a result of the enhanced curricular opportunities made available to pupils during and beyond the school day. The benefits of parental involvement in their children's education are clearly recognised and any increase in parental involvement has the potential to directly benefit children in their learning.

#### **6.2.2.17 Effect on the Community as a result of the closure and rezoning proposal**

- 6.2.2.18 In Upper Largo, pupils had limited opportunities to be active members of the immediate school community. However, this contrasts with the experience available in Lundin Mill Primary School, where pupils are an integral part of the community. Litter picks in the community, links with the Largo Area Community Council, links with the bowling club and football club continue.

#### **6.2.2.19 Benefits for any other users of the school's facilities**

- 6.2.2.20 The Kirkton of Largo Primary School building is not currently used for community use activities and was not used for community activities prior to school becoming non-operational in August 2023. The nearby church hall is available for wider community use. Should this proposal be implemented, any new community activities could be staged in the church hall which is less than

250 metres from the existing school building.

6.2.2.21 This proposal seeks to sustain the Lundin Mill school community long term. This proposal will ensure the school estate is managed long term as the current information will future proof the provision required in the catchment area. The proposal will meet the guiding principles around occupancy and enables communities to be brought together across housing situated in close proximity.

6.2.2.22 For those pupils attending Lundin Mill Primary School, the school may deliver community events in the evenings and there would not be any negative effect on any community activity continuing as a result of this proposal. Accordingly, there would be no negative impact for any other users of each of the school's facilities.

**6.2.3 (iii) Benefits for any children who would (in the future but for implementation) be likely to become pupils of the school**

6.2.3.1 The closure of Kirkton of Largo Primary School from 17 August 2026 will alleviate uncertainties for current catchment pupils, future pupils and their families and will provide long term stability.

6.2.3.2 The rezoning of Lundin Mill Primary School catchment area will ensure that homes in the Lundin Links, Lower Largo, Upper Largo, surrounding farms and single rural dwellings in the geographical area will all be associated with one primary school, ensuring long term stability for the community.

6.2.3.3 At Lundin Mill Primary School all pupils and parents will benefit from a sustained school roll which will support continuity in school leadership team allocations, along with support for learning and admin support. These positions are allocated to schools based on the size of the school roll.

**6.2.4 (iv) Benefits for the pupils of any other schools in the authority's area**

6.2.4.1 The formal closure of Kirkton of Largo Primary School would reduce inefficient operating expenditure, thus allowing redirection of resources to support pupils across Fife. The more efficient use of resources will support a more equitable and "best value" model for deployment of resources across Fife schools. This has implications for the school estate, resources and staffing, all of which are considered to impact positively on children's learning. Other than as a result of normal inflationary costs etc. the financial operating costs of Lundin Mill have not increased from the time of Kirkton of Largo Primary School being mothballed.

6.2.4.2 The rezoning of the Lundin Mill Primary School catchment will benefit other pupils in the local authority because those living in the same communities as them will be able to attend school alongside them, strengthening peer relationships both in and out of school.

**6.3 The authority's assessment of any other likely effects of the proposal (if implemented)**

- 6.3.1 As all the current Kirkton of Largo Primary School catchment area pupils live more than 1 mile from Lundin Mill Primary School, free school transport will continue to be provided to them, in line with current Fife Council policy.
- 6.3.2 If the proposed change to the catchment area is implemented, any pupil who currently attends Lundin Mill Primary School from the Kirkton of Largo catchment area, who is currently in receipt of free school transport, will continue to be provided with free school transport, in line with current Fife Council policy until they move address and/or education setting.

**6.4 How the Authority intends to minimise or avoid any adverse effects that may arise from the proposal (if implemented)**

- 6.4.1 Kirkton of Largo Primary School catchment pupils are well established within the Lundin Mill Primary School community, following successful transition prior to temporary closure (formerly known as “mothballing”). Comprehensive transition arrangements continue to be in place at Lundin Mill to welcome children from a variety of nursery settings.
- 6.4.2 No guarantee can be given that future placing requests for Lundin Mill Primary School will be granted, as that would be contrary to the terms of the Schools Admissions Policy. However, the Education Directorate will endeavour to work with parents/carers to try and secure places, where possible, within available accommodation. Priority will be given to ensuring continuity and support for children with additional support needs. More information on siblings is contained in section 9.

**6.5 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).**

- 6.5.1 The education of current and future pupils from Kirkton of Largo village and the surrounding area will take place in a larger setting which will facilitate delivery of improved educational opportunities in a more sustainable context. Broadly, the Education Directorate believes the larger setting of Lundin Mill Primary School provides an increased range of opportunities to deliver Curriculum for Excellence for existing Lundin Mill Primary School pupils and to enable any new and future Kirkton of Largo catchment pupils to benefit from an educational setting organised to meet their identified needs.
- 6.5.2 The expenditure currently required to maintain Kirkton of Largo Primary School will be redirected to the benefit of all learners in schools across Fife. This redirection can positively impact directly on staffing, resourcing and school estate management, and enhance educational opportunities for a larger group of children and young people. Taking account of the financial constraints which apply to all local authorities currently, and in the foreseeable future, this intention is consistent with prudent and efficient management of public funds.
- 6.5.3 This proposal will ensure a best value approach to the management of the school estate, as capacity exists in Lundin Mill Primary School to manage the

projected pupil roll.

6.5.4 This proposal will utilise capacity available within Lundin Mill Primary School, ensuring the occupancy remains over 60%.

6.5.5 For a number of pupils, this proposal will ensure that pupils build relationships, resilience and independence.

## 7. **Transport Arrangements**

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

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

7.2 However, in terms of the current Home to School Transport Policy, Fife Council provides free school transport to all primary pupils living more than one mile and all secondary pupils living more than two miles from their catchment area school. Pupils are entitled to free school transport according to the policy in place at that time.

7.3 Where there are spare seats on existing school buses or suitable commercial bus services, pupils can pay a fare or use their NEC card (with the travel entitlement loaded) to travel at no cost. The availability of school transport for pupils attending a school as a placing request is not guaranteed and if an offer of a place is accepted, parents would generally be responsible for getting their child to and from school.

### 7.4 Kirkton of Largo Primary School Catchment Pupils

7.4.1 There is no available walking route from Kirkton of Largo village to Lundin Mill Village.

7.4.2 For the current academic session (2025/26), all pupils living in the Kirkton of Largo Primary School catchment area who were attending Lundin Mill Primary School were offered free school transport. This applied to pupils attending Lundin Mill Primary School as a result of the temporary closure (formerly referred to as "mothballing") arrangements and those pupils who previously attended Lundin Mill Primary School following placing request applications (prior to academic session 2025/26).

7.4.3 Whilst Kirkton of Largo Primary School was in operation, there were fewer than 5 pupils eligible for distance entitled school transport during academic sessions 2020/21, 2021/22 and 2022/23.

7.4.4 Should the proposal to close Kirkton of Largo Primary School be implemented, free school transport will continue to be provided for pupils living in the Kirkton of Largo Primary School catchment area who are living more than 1 mile from Lundin Mill Primary School, in line with current Council policy.

7.4.5 The current arrangements are that pupils who are eligible for distance entitled transport are picked up near their homes. Pupils are then dropped off near to Lundin Mill Primary School.

## **8. Nursery Provision**

8.1 The proposed closure of Kirkton of Largo Primary School and the transfer of the catchment to Lundin Mill will have no impact on nursery provision available.

8.2 In addition to the nursery settings managed by the Education Directorate, there are a number of private providers and childminders in this geographical area. These nurseries will offer a variety of operational models to enable parents/carers to select their choices for nursery provision to suit their own individual family circumstances.

8.3 There is sufficient capacity across the wider local nursery area to accommodate all the nursery aged pupils from the current Kirkton of Largo and Lundin Mill Primary School catchment areas.

## **9 Siblings**

9.1 The rezoning of the catchment area of Lundin Mill Primary School to include the catchment area of Kirkton of Largo Primary School will not result in siblings in the same household within the catchment area being zoned to different schools.

9.2 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. 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](#).

9.3 The Council cannot guarantee a placing request will be granted in advance. Placing requests are allocated in terms of the Education (Scotland) Act 1980 and the existing School Admissions Policy referred to above.

9.4 As may be the case for any school, a situation may arise that a sibling of a child currently attending Lundin Mill Primary School as a placing request may not be able to attend the same primary school as their older sibling if the rezoning proposal is approved. Where the number of placing requests exceeds the number of available places at the school, the priority criteria within the Admissions Policy apply. The priority criteria provide that a child living at the same household address as their sibling is given a higher priority (following pupils with Additional Support Needs (ASN)), than if a child's non-catchment school is closer to the home address than the

catchment school or due to childcare/parent's working arrangements.

9.5 Although no guarantee can be given that a sibling's placing request will be granted, the Education Directorate will endeavour to work with parents/carers to try and secure places, where possible, within available accommodation. Where appropriate, siblings will be supported to move to their catchment school with enhanced transition arrangements in place to minimise impact. Priority will be given to ensuring continuity and support for children with additional support needs.

## **10 Secondary School Implications**

10.1 In terms of the School Admissions Policy for Primary and Secondary Schools in Fife, enrolment at a secondary school is based on the catchment area in which a pupil's home address is situated. No changes to secondary school catchments are being proposed as part of this consultation.

10.2 The policy also provides that standard enrolment for transfer from primary to secondary are organised annually between the secondary school and its associated primary schools.

10.3 Kirkton of Largo Primary School and Lundin Mill Primary School are associated primary schools for Waid Academy.

10.4 The denominational schools associated with these primary schools are St Agatha's Roman Catholic Primary School in Leven and St Andrew's Roman Catholic High School in Kirkcaldy. As indicated in para 1.5, there are no proposed changes to the denominational primary and secondary catchment areas associated within the proposal.

## **11. Cost per Pupil Calculation**

11.1 The cost per pupil broadly equates to the total expenditure for all running costs associated with a primary or secondary school, divided by the number of pupils enrolled in the school at the September census.

11.2 The cost per pupil for each of the schools was as follows:

	Financial Year 2022/23	Financial Year 2023/24	Financial Year 2024/25
Kirkton of Largo PS	£7,302 *	-	-
Lundin Mill PS	£4,087	£5,135 **	£6,266

\* Based on the budgets from 2022-203 and excludes any Pupil Equity Funding (PEF).

\*\* which excludes any Pupil Equity Fund (PEF) and additional teachers funding as part of any Scottish Government initiative to increase teacher posts through the COVID-19 pandemic.

## **12. Financial Implications of the closure of Kirkton of Largo Primary School**

12.1 No saving has yet been realised as no budgetary reduction has been approved. The budget associated with Kirkton of Largo Primary School has been, and if the closure proposal is approved, will be, distributed as part of the overall primary schools' budget. Some reduction in cost has been realised as a result of the temporary closure (formerly known as "mothballing") of Kirkton of Largo Primary School. If Kirkton of Largo Primary School were to close on Monday 17 August 2026, the detailed breakdown of the estimated financial implications, at that time, is contained within Appendix 7.

12.2 If it were determined that the school should reopen, approximately £140,000 would be required to staff the school. In addition, costs to fully equip the school with ICT (information and communication technology), furniture and resources, to meet the needs of learners will be required. It will be necessary to redecorate the school, provide new floor coverings and provide enhancement to the dining facilities. These costs could equate to approximately £150,000. The total budget required to reopen the school is estimated to be in the region of £290,000.

### **13      Grant Aided Expenditure (GAE)**

13.1 As indicated in paragraph 4.1.1, Kirkton of Largo Primary School is classified as an accessible rural school, based on the criteria applied by the Scottish Government. As a result of this classification, and because fewer than 70 children were attending the school up until August 2023, the local authority received additional funding of approximately £3,000 per pupil per annum as a contribution to the higher cost of educating children in such settings.

13.2 However, as Kirkton of Largo Primary School is currently temporarily closed (formerly known as "mothballed"), the proposed closure of the school will have no impact on GAE allocations. GAE allocations are determined by school roll numbers, and the school currently has no pupils. Any decrease in the number of pupils in rural schools does not necessarily result in a decrease in total GAE flowing to Fife. Any decrease is calculated relative to the movement over the other 31 authorities. GAE figures do not represent budgets, targets or expenditure guidelines but are simply a distribution method of determining each local authority's share of total revenue budget funding based on relative need. The GAE process is complex, and the implications of one school closure cannot be calculated based on the overall allocation of GAE.

### **14.     Future Use of the Site**

14.1 The Kirkton of Largo Primary School building is owned by Fife Council. Kirkton of Largo Primary School is situated on North Feus, Upper Largo. The school is currently maintained by our Property Services Team and Orbis to ensure it is wind and watertight and is regularly checked by Janitorial Services. The school resources were removed in November 2024 to ensure compliance with Fife Council's insurance.

14.2 If the closure proposal is approved by the Cabinet Committee, presumption will be given to other educational uses for the site. If none can be identified other

uses by the Council will be considered. If no alternative uses can be identified in this way the site will be disposed of.

- 14.3 No decision can be made on the future use of the site unless the closure proposal is approved by the Cabinet Committee.
- 14.4 For the avoidance of doubt the site will not be put to any alternative use until the closure proposal is approved by Cabinet Committee and that decision has become final.

## **15. Community Impact of the Closure**

- 15.1 In preparing this proposal the Council has considered the ways in which the closure of Kirkton of Largo Primary School might impact on the community, taking account of research published by the Scottish Government in 2012 (Robinson and Whittaker, EAS Learning Research). This research identifies a number of key areas for consideration.
- 15.2 Based on this proposal all children from the Kirkton of Largo community would be educated within Lundin Mill Primary School. Lundin Mill Primary School already has a small number of Kirkton of Largo Primary School catchment area pupils enrolled, following successful placing requests and also as a result of the temporary closure (formerly known as “mothballing”), arrangements for Kirkton of Largo Primary School. As no pupils are currently enrolled at Kirkton of Largo Primary School, in practical terms, no pupils will require to transfer to Lundin Mill Primary School, upon closure of the school.
- 15.3 Loss of social resource and community resource  
Kirkton of Largo Primary School has not been used by other community users during academic sessions 2022/23, 2023/24, 2024/25 or 2025/26. The community of Kirkton of Largo has access to a church hall, fewer than 250 metres from the existing school building. Closure of the school would have no impact on this aspect of village life.
- 15.4 Economic impact  
Kirkton of Largo Primary School is not a major employer within the community and in this respect the closure of the school will not have any significant economic impact. In addition, there are currently no large retail or service facilities located within Upper Largo village whose continued viability might be dependent on the school. More Local retail and services are located in Lundin Links (1.4 miles) and within Leven. There is no evidence to suggest that the proposed school closure will have any impact on the desirability of houses for purchase or let, and comparable Fife communities without schools continue to flourish.
- 15.5 Community and parental involvement  
The education of the children at Lundin Mill Primary School has not negatively impacted on parents’ desire to be involved in their children’s education.

15.6 Impact on pupils  
During academic session 2022/23, the Headteacher started to increase the educational and social links between Kirkton of Largo and Lundin Mill Primary Schools and this continues with the current headteacher and pupils/parents/carers. Currently, all children within Lundin Mill are benefitting from having access to larger peer groups, increased friendships and the increased social opportunities which this offers.

15.7 Attitudes to school closure  
Prior to the decision to temporarily close (formerly known as “mothballing”) Kirkton of Largo Primary School, all parents/carers of those pupils from the Kirkton of Largo Primary School catchment area attending Lundin Mill Primary School or any other primary school in Fife were invited to provide feedback on the Council’s proposal to mothball the school. It is unfortunate that the school roll has declined in previous years, but parents and members of the community understand the decisions that have been made, despite positive memories of the school in use. In December 2025, as part of the review of the decision to temporarily close Kirkton of Largo Primary School, all parents/carers of those pupils from the Kirkton of Largo Primary School catchment area attending Lundin Mill Primary School or any other primary school in Fife were invited to provide further feedback. The feedback did not focus on continuing the mothballing. Positive memories were shared from the time there were more pupils living in the Kirkton of Largo catchment area. Parents were not asking about Kirkton of Largo Primary School reopening but checked the available capacity at Lundin Mill Primary School, as well as what would happen with the building in the event of a subsequent closure.

15.8 Loss of close relationship between headteachers/teachers and the local community  
In August 2023, there were no pupils enrolled in Kirkton of Largo Primary School. In the previous session, staff at Lundin Mill Primary School had established good communication and strong links with parents/carers from the Kirkton of Largo school community. To support the transition to Lundin Mill Primary School in August 2023, the Pupil Support Assistant transferred from Kirkton of Largo Primary School to Lundin Mill Primary School. This member of staff was able to maintain the link with pupils which provided continuity for the pupil being supported, as well as other former pupils from Kirkton of Largo Primary School. From session 2023/24, the Headteacher at Lundin Mill has also been the Headteacher for Kirkton of Largo, providing continuity of leadership for families. Arrangements have been in place to ensure that these links are maintained with parents/carers, and it is anticipated that there will be no impact on such relationships.

15.9 Pupils’ sense of community identity  
The current participation of children in activities in the wider community would indicate that this does not represent an area of significant impact. Links were already being established in 2022/23. The staff within Lundin Mill Primary School do not make any pupils feel any different and all pupils are part of the same school community. Kirkton of Largo pupils have integrated into the school community, and the school continues to reinforce links back to community

groups to ensure all pupils from Kirkton of Largo Primary School are included.

15.10

Loss of community confidence and a general decline in quality of life

The potential impact of the closure of the school in terms of community confidence and quality of life, while limited, is recognised. However, there is a Community Council in operation for the Largo area, and this should continue to maintain the community aspect for both small villages.

15.11

In summary, if the proposal is implemented the Council does not consider that there will be any adverse effect on the local community, whether defined as the school community, the village community or the wider rural community surrounding the village of Kirkton of Largo. Overall, the Council considers that there will be a positive effect on the local community. The Council considers that any adverse impact is unlikely to be significant, but where identified, this will be addressed through a range of measures.

16.

**Summary of Proposal**

16.1

The proposal is to:

- Close Kirkton of Largo Primary School on Monday 17 August 2026.
- Rezone the catchment area of Lundin Mill Primary School to incorporate all the current catchment area of Kirkton of Largo Primary School, from Monday 17 August 2026
- Seek alternative uses for the Kirkton of Largo Primary School site

16.2

The school roll of Kirkton of Largo Primary School was 0 pupils for academic session 2023/24, 2024/25 and 2025/26. With a maximum pupil capacity of 50, this represents 0% occupancy. The school does not meet the guiding principles of being more than 60% occupied, having more than 50 pupils or 3 classes or more. The school roll is unlikely to increase with the current demographic profile of the catchment area and there are no housing sites with approved planning consent within the school catchment area, which will adequately support a declining school roll, expected to start in the near future.

16.3

**Having identified the reasons for this proposal and considered whether there are any reasonable alternatives to the proposal, as a response to those reasons, the Council considers closure would be the most appropriate response to those reasons.**

16.4

**The reasons for formulating this proposal:**

16.4.1

As indicated in paragraphs 1.31 and 4.2.4.1, this proposal was formulated for the following reasons;

- (a) Kirkton of Largo Primary School has had no pupils enrolled for academic sessions 2023/2024 and 2024/2025.

- (b) There are no pupils enrolled in Kirkton of Largo Primary School for session 2025/2026. Those due to enrol for Primary 1, living in the Kirkton of Largo catchment area, have chosen to attend Lundin Mill Primary School. Overall, the current number of primary age pupils living in the Kirkton of Largo catchment area is 17.
- (c) Kirkton of Largo Primary School has been temporarily closed (formerly known as “mothballed”) since January 2025. The school building is currently being maintained by Property Services to ensure it is wind and watertight.
- (d) Updated birth information has shown that the births in the catchment area have not increased in the last year and there is no other anticipated significant increased growth in the pupil population in the catchment area from, for example, large scale housing development of over 100 units.
- (e) Kirkton of Largo Primary School does not meet all the Fife Council guiding principles as outlined in paragraph 3.1 of this proposal.

16.5 Lundin Mill Primary School is classified as an accessible rural school in accordance with the Scottish Government Rural Schools Classification dated October 2021.

16.6 Pupils from the Kirkton of Largo Primary School catchment area can be accommodated within the existing accommodation at Lundin Mill Primary School, with continued flexibility in the use of the accommodation.

## **17 Proposed Date for Implementation**

17.1 If approved in full by the Cabinet Committee of Fife Council, it is intended that the closure of Kirkton of Largo Primary School and the rezoning of the catchment area of Lundin Mill Primary School would be implemented from Monday 17 August 2026 and would apply to all applications for enrolment, including placing requests, from that date.

17.2 Nursery aged pupils beginning Primary 1 in August 2026 will enrol in their existing catchment primary school in January 2026.

17.3 In terms of the temporary closure (formerly known as “mothballing”) arrangements in place for Kirkton of Largo Primary School, Kirkton of Largo Primary School remains on the Council’s online enrolment system. Any new Primary 1 pupils, seeking to enrol online in their catchment school, will be contacted by Lundin Mill Primary School. For any new pupils from stages P2 to P7, the parent/carer should contact Lundin Mill Primary School direct.

## Statutory Consultation Process – Proposed Timeline

Thursday 8 January 2026	Consultation proposal considered by Fife Council 's Cabinet Committee
Tuesday 20 January 2026	Parents and other statutory consultees issued with Consultation Notice informing them of relevant dates and information about the statutory consultation
Wednesday 21 January 2026 – Tuesday 10 March 2026	Consultation live
Wednesday 11 – Friday 13 February 2026	School INSET and School holidays
	<p><b>Public meeting held on:</b> Durham Hall, Lower Largo, on Monday 9 February 2026 from 6-7 pm</p> <p><b>Drop-in sessions at:</b> Lundin Mill PS on 3 February 2026 from 8.45 - 9.30am and 2.30 to 3.15pm</p>
Tuesday 10 March 2026	Consultation Close
Friday 13 March 2026	Report on consultation process is submitted to Education Scotland
Monday 16 March – Friday 3 April 2026	Education Scotland 3-week review
Friday 3 April – Friday 17 April 2026	School holidays
Tuesday 21 April 2026	Education Directorate receive report from Education Scotland
Friday 24 April 2026	Sign off Education Scotland report
Tuesday 5 May 2026	Consultation Report published 3 weeks before the Cabinet Committee
Thursday 28 May 2026	Report submitted to the Cabinet Committee
Thursday 4 June 2026	Estimated end of Fife Council's internal Call-In Period
Friday 14 August 2026	Estimated end of Scottish Government Call-In Period
Monday 17 August 2026	Proposed date of implementation

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BT Text phone number for Deaf people 18001 01383 441177

## LANGUAGE LINES

এ নথিতে যেসব তথ্য আছে তা 03451555599 এ নাম্বারে ফোন করে অনুরোধ করলে বড় ছাপা, ব্রেইল, ওডিও সিডি/টেইপ ও বৃটিশ সাইন ল্যাঙ্গুয়েজ ইন্ডাসি মাধ্যমে পাওয়া যাবে।

কলের জন্য ইউকে ল্যান্ডলাইন থেকে খরচ হবে প্রতি মিনিটে তপি থেকে ৭পি, মোবাইলের খরচ ভিন্ন হতে পারে।

عند الطلب، يمكن توفير المعلومات الواردة في هذا المستند في صورة مستندات مطبوعة بالحرف كبير ومستندات بطريقة برايل وعلى أشرطة/أقراص 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 alfabetie 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.

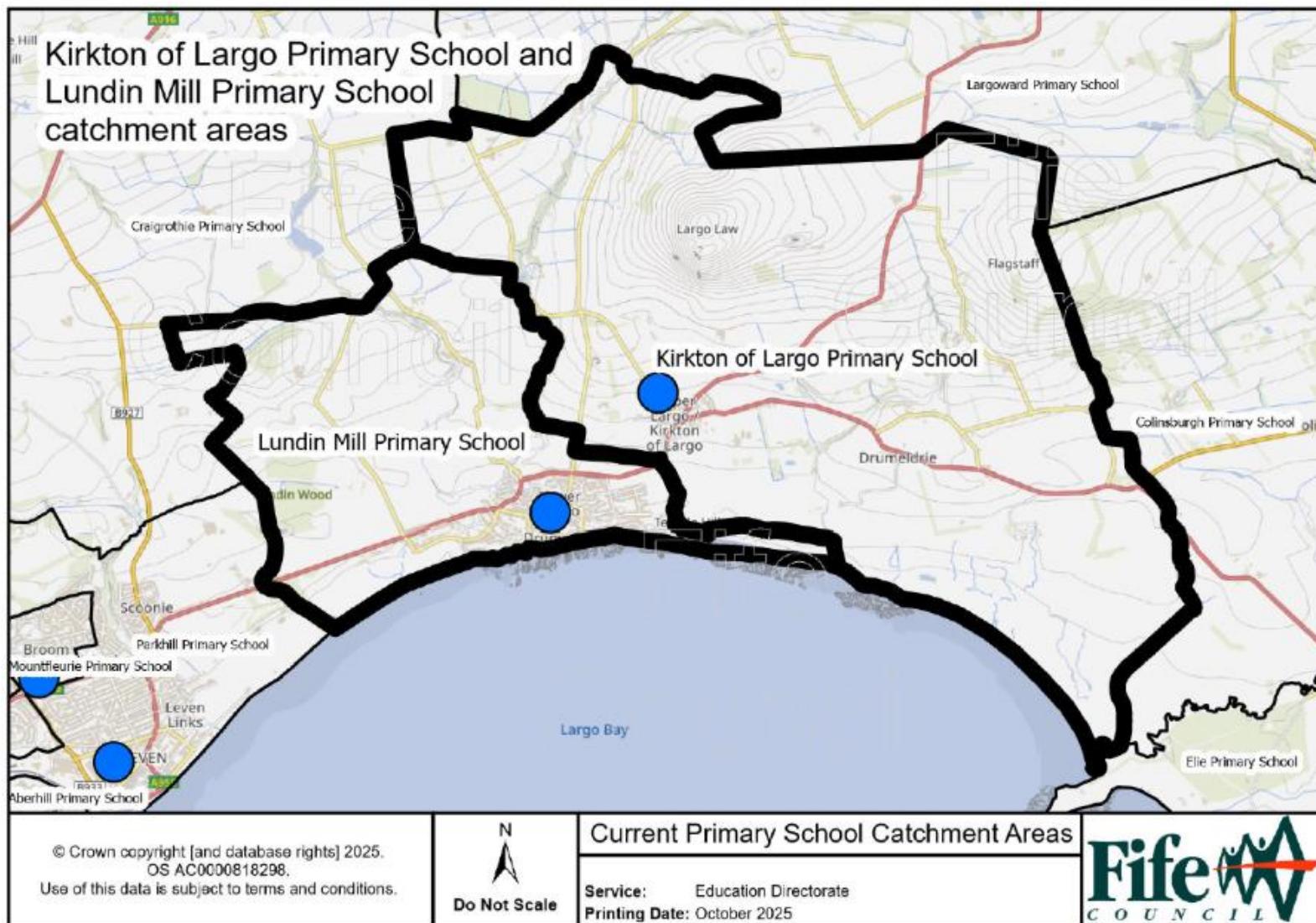
Koszt połączenia wynosi 3-7p za minutę z brytyjskich telefonów stacjonarnych, koszty połączeń z telefonów komórkowych mogą być różne.

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

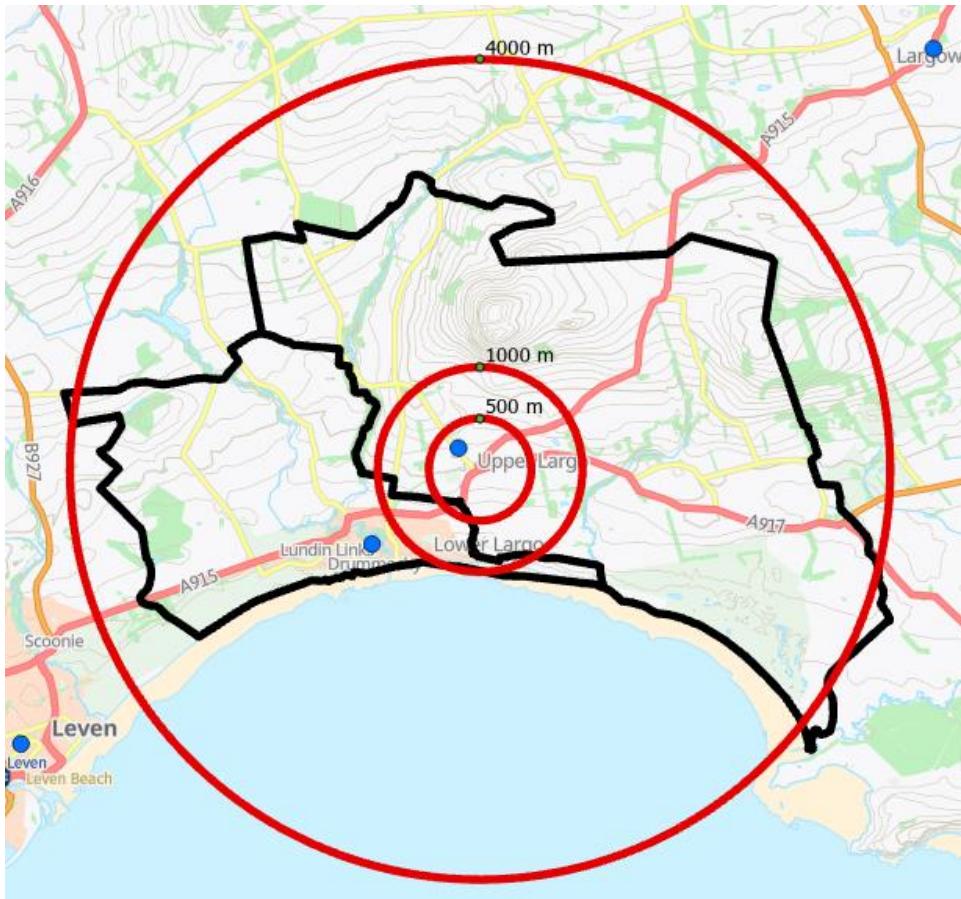
ਜੁ.ਕੇ. ਲੈਂਡਲਾਈਨ ਰਾਹੀਂ ਕਾਲ ਕਰਨ ਦਾ ਖਰਚ 3 ਤੋਂ 7 ਪੈਸੀਆਂ ਪ੍ਰਤੀ ਮਿੰਟ ਹੋਵੇਗਾ, ਮੋਬਾਈਲਾਂ ਦੇ ਰੇਟ ਵੱਖਰੇ ਵੱਖਰੇ ਹੋ ਸਕਦੇ ਹਨ।

03451 55 55 66 پر درخواست کرنے سے اس تحریر میں دی گئی معلومات بڑے پرنسپل بریل (آڈیو سی ڈی/ٹیپ پر اور ترجمائی والی برطانوی اشارة اسی زبان (بریشن لینگوژ) میں مبینہ کی جاسکتی ہیں۔  
کسی برطانوی لینڈ لائن سے فون کے نرخ 3 تا 7 بنس فی منٹ بین موبائل کے نرخ مختلف بوسکتے ہیں۔

## Appendix 1 - Map of existing catchment areas – Kirkton of Largo and Lundin Mill Primary Schools

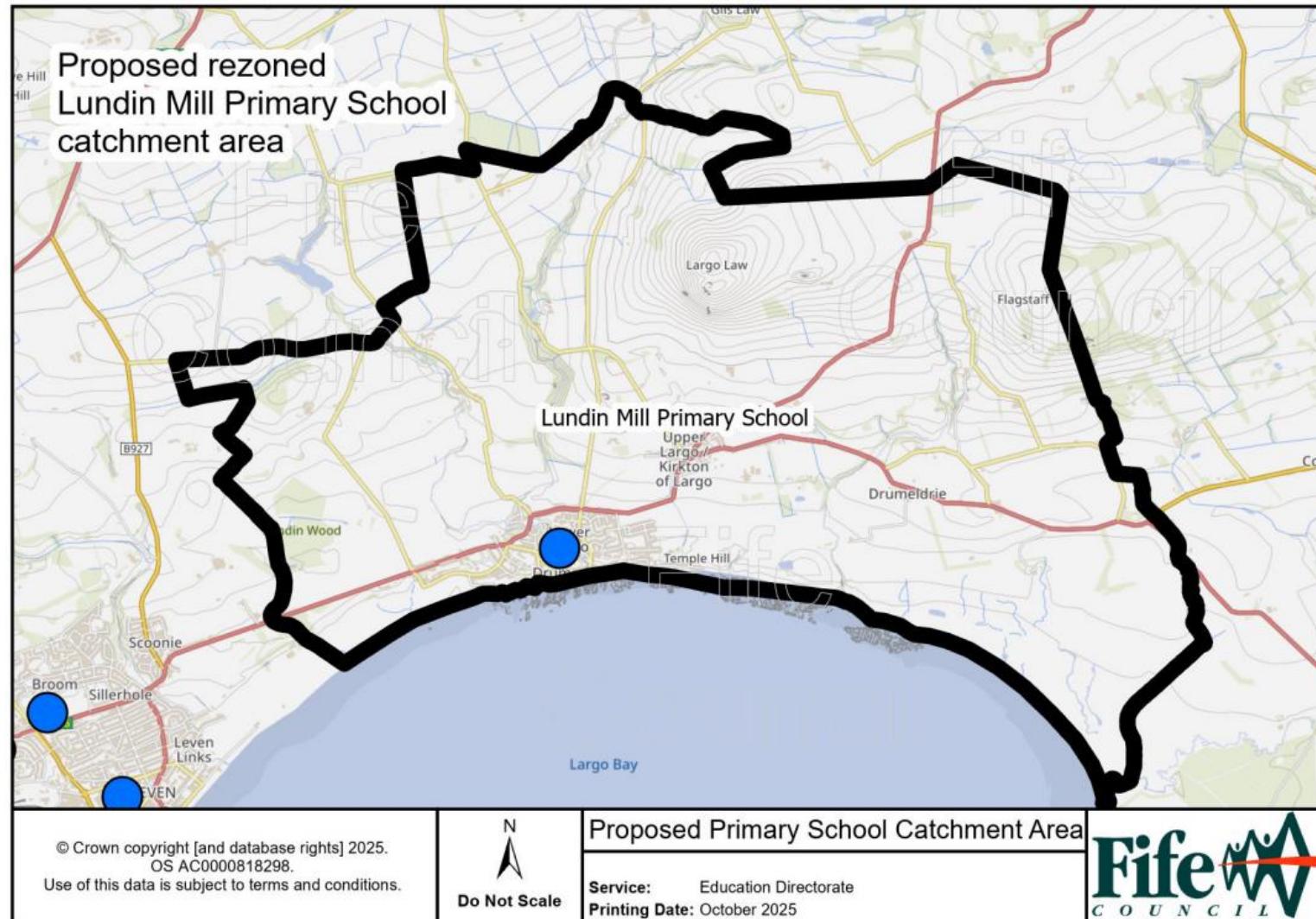


## Appendix 2 - Map of existing Kirkton of Largo school community, local community and wider community

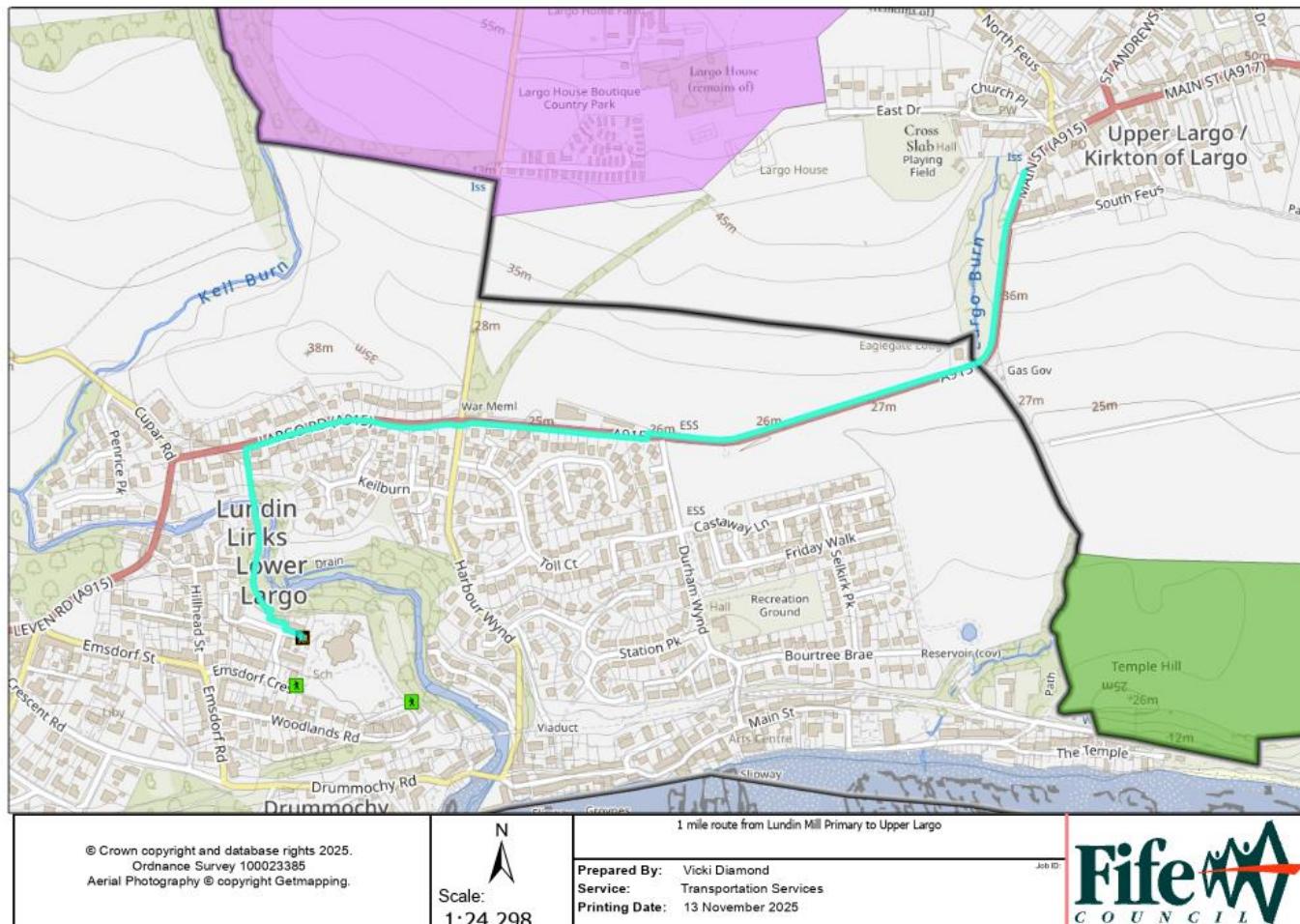


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### Appendix 3 - Map of proposed Lundin Mill Primary School Catchment Area (including Kirkton of Largo catchment area)



## Appendix 4 – Travel route currently in use by pupils being transported from Kirkton of Largo catchment area to Lundin Mill Primary School



## Appendix 5 - Core Facts

School Name	Kirkton of Largo	Lundin Mill	Colinsburgh	Largoward	Elie
Condition	B	B	B	B	B
Suitability	B	B	C	B	B
Capacity	50 pupils	150 pupils	74 pupils	50 pupils	75 pupils
Residential properties in the catchment area	330	1185	429	989	443
School Roll Sept 2025	0	133	31	6	13
Distance from Kirkton	N/A	1.4 miles	3.7 miles	4.5 miles	5.2 miles
Nursery on site	No	Yes	No	No	No
Accessible Rural school	Yes	Yes	Yes	Yes	Yes

## Appendix 6 - Proposed Housing Sites

<b>Site Name</b>	<b>Catchment Area</b>	<b>Local Development Plan (FIFEplan Proposed Site Capacity)</b>	<b>Expected Completion during</b>
Kilconquhar Mains (LAR090)	Colinsburgh Primary School	13	2024 - 2025
Colinsburgh SE (LAR083)	Colinsburgh Primary School	50	2026 - 2027
MuirCambus Farm (LAR104)	Colinsburgh Primary School	8	2025 - 2026
Grange Road (LAR092)	Elie Primary School	25	2027 - 2030
Elie East (LAR093)	Elie Primary School	55	2026 - 2029

## Appendix 7- Financial Analysis

<b>Proposal for the Closure of Kirkton of Largo Primary School and the rezoning of Lundin Mill Primary School catchment area to include the current catchment area of Kirkton of Largo from 17 August 2026</b>		
<b>The figures below detail the revenue budget allocation for the full financial year costs associated with the period the school was last operational (financial year 2022/23)</b>		
<b>Estimated cost reduction from closure</b>		
<b>Staff Costs</b>	<b>£</b>	
Teachers staffing	195,864	Assuming no increase in classes/job-sizing at Lundin Mill as pupils have been absorbed into existing classes in the receiving school.
Admin & clerical	21,139	No additional Admin & clerical resource required in Lundin Mill.
School Support Assistant	13,940	No increase in Lundin Mill required.
Teacher training	74	Saving
Other training		
<b>Saving on Staff Costs</b>	<b>231,017</b>	
<b>Premises Costs</b>	<b>64,362</b>	
<b>Saving on Premises Costs</b>	<b>64,362</b>	Assumed full amount saved once building is disposed of.
<b>Other Costs</b>		
Travel Exp-Mileage	79	Saving
Furniture	110	Saving
A Allocation (Classroom Resources)	1,465	Saving
B Allocation (Facilities Management Resources)	602	Saving
Parents Council	374	Saving
Supplies & Services		
<b>Saving on Other Costs</b>	<b>2,630</b>	
<b>Transport Costs</b>	<b>£1,852</b>	Nearly all catchment pupils within walking distance – cost is provided for one taxi
<b>TOTAL</b>	<b>£299,861</b>	
<b>Estimated cost increase from closure</b>		
Transport	<b>£3,704</b>	Costs associated with pupils travelling to Lundin Mill Primary School from Kirkton of Largo village – costs provided for an additional taxi if required.
<b>ESTIMATED NET COST REDUCTION FROM CLOSURE</b>	<b>£296,157</b>	

## Appendix 8 – Presentation from Engagement Sessions held in December 2025

<p><b>Engagement regarding the future of Kirkton Primary School</b></p> <p><b>Durham Hall – Tuesday 16th December 5.00 – 6.00pm</b></p> <p><b>Shelagh McLean, Head of Service</b></p> <p>Review of Mothballing December 2025</p>	<ul style="list-style-type: none"><li>• Reasons for Engagement</li><li>• Kirkton of Largo Primary School Catchment</li><li>• Guiding Principles</li><li>• Statutory Consultation</li><li>• Committee Decisions</li><li>• Next Steps</li><li>• Questions</li></ul>
<p><b>Why engage?</b></p> <ul style="list-style-type: none"><li>• Fife Council will need to decide on the future of Kirkton of Largo Primary School</li><li>• Kirkton of Largo has had no pupils since July 2023</li><li>• Mothballed since January 2025</li><li>• Mothballing requires an annual review</li><li>• Scottish Government guidance promotes mothballing does not take place for longer than a 3 year period</li></ul>	<p><b>Kirkton of Largo Catchment</b></p> <ul style="list-style-type: none"><li>• No pupils for 3 school sessions (23-24, 24-25 and 25-26)</li><li>• The building is not occupied and monitored by Fife Council's Property Services Team</li><li>• No proposed housing in the catchment area</li><li>• Fewer than 5 known births per year in Kirkton of Largo Primary School catchment since 2020</li><li>• The Education Service has not been contacted by any family of primary aged children seeking reopening</li></ul>
<p><b>Guiding Principles of the School Estate</b></p> <p>The Council has set a number of guiding principles for reviewing the school estate, which were agreed by the Council's Executive Committee on 2 October 2012, following a Fife school review, and more recently at the Education &amp; Children's Services Committee on 28 August 2018. These are:</p> <ul style="list-style-type: none"><li>(a) Every school should be rated as 'A' or 'B' for both condition and suitability, to include a number of accessible schools in each geographical area.</li><li>(b) Schools should have an occupancy rate greater than 60% of capacity and, in order to ensure equity in provision, schools should be operating within an optimal occupancy and efficiency range of 80-100%. Consideration should be given to establishing a minimum number of pupils in any school which is less than 5 miles from another school; therefore, schools should have a minimum of 3 classes, recognising that effective learning requires interaction between pupils. This group activity is most effective when children are of a similar age and, to enable this, where possible schools should have a minimum roll of 50 pupils.</li><li>(c) A strategy for a sustainable school estate should support the progressive reduction in the overall carbon footprint for the Council</li></ul>	<p><b>Kirkton of Largo</b></p> <ul style="list-style-type: none"><li>• Condition B</li><li>• Suitability B</li><li>• Occupancy &lt;60%</li><li>• Fewer than 50 pupils</li><li>• Current Catchment Pupils - 1 class of P1-P7</li></ul>
<p><b>Statutory Consultation</b></p> <ul style="list-style-type: none"><li>• To consider any proposal to change the arrangements relating to a school, a Statutory Consultation must be carried out in accordance with the Schools (Consultation) (Scotland) Act 2010</li><li>• Statutory Consultation process is designed to allow all statutory consultees the opportunity to engage, have their views heard and make representations</li><li>• This engagement session does not form part of a statutory consultation process</li></ul>	<p><b>Committee Decisions</b></p> <ul style="list-style-type: none"><li>• In January 2025, the building was formally mothballed</li><li>• Mothballing requires an annual review</li></ul>
<p><b>Next Steps</b></p> <ul style="list-style-type: none"><li>• Seek feedback from interested stakeholders – from in person meeting or online form</li><li>• Information from these sessions will be included in a report to the Cabinet Committee of Council in January 2026</li><li>• Education Directorate will be required to recommend a way forward</li></ul>	<p><b>Have your say</b></p> <p><i>Engagement Session to Discuss the Future of Kirkton of Largo Primary School – Fill in form</i></p> <p><i>Engagement Session to Discuss the Future of Kirkton of Largo Primary School</i></p> <p><a href="https://forms.office.com/e/M8P3UD11Se">https://forms.office.com/e/M8P3UD11Se</a></p>

## **Appendix 9 – Feedback from Engagement Sessions held in November 2024 and December 2025**

### **November 2024**

- How does pre-school nursery fit in with education?
- Could the building be repurposed for another use?
- What would it take to open the building?
- Is there a reasonable prospect of the building reopening?
- The building has been bequeathed to the community; therefore, the community should have a say on future use.
- How can the community input to the process?
- Can the building be used in the meantime for community groups?
- Can the impact be allowed to practically shape the thinking of any potential new use of the building?
- Will free transport be provided to Kirkton of Largo pupils attending Lundin Mill Primary School?
- What would happen to the building if the closure were approved?
- Could the community group do a feasibility study on future of the building?
- Could the building in future be used for a youth group?
- What is the timeline for next steps?

### **December 2025**

- In relation to the QR code you are currently displaying on screen, can anyone provide feedback?
- Why is there such a short time between the engagement session and the Cabinet Committee meeting where recommendations will be taken in January?
- I would like to ask about the status of the Kirkton of Largo Primary School building. My understanding is that the building was bequeathed to the local community for Education purposes. Are you able to confirm if this is the case?
- Is the Kirkton of Largo Primary School building being monitored and maintained? Are repairs routinely being carried out?
- In your presentation, you said there are currently 18 children (response clarified 17) living within the Kirkton of Largo Primary School catchment area. Where did you get this information from?
- Are you saying you can predict the number of catchment children for a school?
- If a few families requested to have Kirkton of Largo PS reopened, could you do this?
- I think having mixed age classes are beneficial as the younger children learn from the older children. Their reading etc. might improve. I do not agree with Education in relation to P1-7 classes not being beneficial.
- In the presentation you mention 'catchment area.' When you are talking about this, what are you considering as the Kirkton of Largo Primary School catchment area?

- Is there any way of taking Lundin Mill Primary School into consideration? In terms of them turning any children away, could they go to Kirkton of Largo Primary School?
- My understanding of everything you are saying is that there is no guarantee any child would get into Lundin Mill Primary School if they lived within the Kirkton of Largo Primary School catchment area. This is worrying for me.
- I have heard there are issues with locals not being offered nursery spaces. Can you increase the nursery capacity at Lundin Mill Primary School and increase the size of the nursery? You could also reopen and move some of the school age children up to Kirkton of Largo Primary School.
- We have pre-school age children and would like Kirkton of Largo Primary School to be available as a school. If we cannot reopen the building as a school, could it be a childcare facility instead? What are the proposals for the building if it becomes available for alternative use?
- What is the procedure for consulting with the community in relation to a Community Asset Transfer if Fife Council cannot find another use for the building?
- What is the total capacity of Lundin Mill Primary School and what is the current roll?
- I am aware of housing developers who might be interested in building within the area. How would you accommodate additional families moving in? Would there be enough places in local schools?
- I think the roll at Lundin Mill Primary School has increased since the last time I was aware of this, therefore I am happy to hear these figures.
- When was the last time Kirkton of Largo Primary School had 50 pupils or more?
- I would have wanted to see leaflets put through each door in Upper Largo to notify people of this engagement session tonight. I think families have potentially missed out on hearing about this session. Some people will not have access to social media therefore when we shared it on the community Facebook page, they are unlikely to have seen it.
- I think the situation here has developed over many years. We originally lost our mother and toddler group, and it just progressed from there. As the Headteacher at Lundin Mill Primary School is a joint Headteacher of both there and Kirkton of Largo Primary School, there has been more effort made to align the communities of the two schools. The diminishing population of the area just tops it all though.
- If the consultation is going ahead, which date will it commence?
- When will the consultation start?
- When will we get a final decision?

## Appendix 10 – Letter to parents/carers updating them on the position at Kirkton of Largo Primary School 23 October 2023

Parent/Carer of all pupils living in the Kirkton of Largo Primary School catchment area

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### Education and Children's Services

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Shelagh McLean, Head of Education and Children's Services

03451 555555 ext. 444229  
shelagh.mclean@fife.gov.uk

Our Ref: SMcL

Date: 23 October 2023

Dear Parent/Carer

#### Kirkton of Largo Primary School

I am writing to all parents of primary pupils living within the Kirkton of Largo Primary School catchment area and those currently attending Lundin Mill Primary School to give you an update on the position with Kirkton of Largo Primary School.

We were advised the first week of the school holidays from the Headteacher of Kirkton of Largo Primary School that the P6/7 class teacher would be moving to a new teaching position in another school. As a courtesy to all parents of P6/7 pupils, the Headteacher sent out a message to parents/carers during the school holidays to advise them that in August 2023, the P6/7 pupils would return to school and they would have a new teacher.

Following this information, a number of parents contacted Lundin Mill Primary School to enrol at Lundin Mill Primary School and as a result, there are no pupils attending Kirkton of Largo Primary School.

At present, the school building is continuing to be monitored by Facilities Management and all the necessary health and safety checks being completed on a regular basis. We will continue to monitor the situation and will contact parents in February 2024, once the outcome of the primary one enrolments is complete. Should you have any questions, please get in touch with [Lundinmillps.headteacher@fife.gov.uk](mailto:Lundinmillps.headteacher@fife.gov.uk) in the first instance.

Yours sincerely,

Shelagh McLean  
Head of Education and Children's Services

Education & Children's Services Directorate,  
4<sup>th</sup> Floor, Fife House West, North Street, Glenrothes, KY7 5LT



## Appendix 11 – Letter to parents/carers to invite them to attend a meeting in relation to potentially mothballing Kirkton of Largo PS 12 November 2024



Parents/Carers of all Primary Pupils Living in the Kirkton of Largo Primary School Catchment Area

Parents/Carers of all Nursery Pupils Living in the Kirkton of Largo Primary School Catchment Area Currently Attending a Fife Council Nursery

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### EDUCATION DIRECTORATE

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Shelagh McLean, Head of Education Service

03451 555555 ext. 444229  
shelagh.mclean@fife.gov.uk

Our Ref: ~~SMcL/KoLPS~~

Date 12 November 2024

Dear Parent/Carer

#### Kirkton of Largo Primary School

I wrote to parents/carers of primary pupils living in the Kirkton of Largo Primary School catchment area on 23 October 2023 providing an update on the position with the school. At that time, there were no pupils attending Kirkton of Largo Primary School.

There were no new enrolments in January 2024 for the current academic session 2024/25. Parents of pupils in the catchment area eligible to enrol were advised it was likely there would be one or two pupils with a single class teacher. Ultimately, those parents/carers made placing requests to Lundin Mill Primary School or other alternative schools.

Therefore, there have been no pupils enrolled in Kirkton of Largo Primary School for academic sessions 2023/2024 and 2024/2025. The school roll fell to zero and it remains zero.

At present, the school is classed as non-operational. The school building is monitored by Facilities Management and necessary health and safety checks are completed on a regular basis.

Following review, the Education Directorate considers it appropriate to mothball Kirkton of Largo Primary School and intends to seek approval of this at the meeting of the Council's Cabinet Committee on 9 January 2025. Mothballing is an alternative to closure. It is a form of temporary closure which does not require statutory consultation under the [Schools \(Consultation\) \(Scotland\) Act 2010](#). More information on mothballing can be found at [Schools \(Consultation\) \(Scotland\) Act 2010: guidance - gov.scot](#)

Education Directorate  
4<sup>th</sup> Floor West, Fife House  
North Street, Glenrothes,  
Fife KY7 5LT



Mothballing the school will not impact any pupils living in the Kirkton of Largo catchment area who already attend other schools. It will mean that while the school is mothballed, any new pupils in the Kirkton of Largo catchment area who are eligible to enrol at primary one or other stages will be offered a place at Lundin Mill Primary School. It will also mean that while the school is mothballed free school transport will be provided to pupils living in the Kirkton of Largo catchment area who attend Lundin Mill Primary School (provided they are distance entitled in terms of the School Transport Policy).

I would like to invite all parents/carers of nursery and primary pupils living in the Kirkton of Largo catchment area to a meeting on Monday 18 November at 5.30-6.30pm at Lundin Mill Primary School to discuss the proposed mothballing and to obtain your feedback. At the meeting, we will provide information on the current position with the school including details of roll projections based on births in the catchment area and details of housing developments. There will also be an opportunity for you to ask questions and provide your feedback.

I look forward to seeing you at the meeting. Meantime, should you have any questions, please get in touch with [Lundinmillps.Headteacher@fife.gov.uk](mailto:Lundinmillps.Headteacher@fife.gov.uk) in the first instance.

Yours sincerely

A large black rectangular box used to redact a signature.

Shelagh McLean  
Head of Education Service

Copied to – Parents/Carers of Pupils Currently Attending Lundin Mill Primary School

## Appendix 12 – Letter to parents/carers advising intention to seek approval from Cabinet Committee to mothball Kirkton of Largo PS 17 December 2024



Parents/Carers of all Primary Pupils Living in the Kirkton of Largo Primary School Catchment Area

Parents/Carers of all Nursery Pupils Living in the Kirkton of Largo Primary School Catchment Area Currently Attending a Fife Council Nursery

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### EDUCATION DIRECTORATE

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Shelagh McLean, Head of Service  
03451 555555 ext. 444229  
shelagh.mclean@fife.gov.uk

Our Ref:

Date: 17 December 2024

Dear Parent/Carer,

#### Kirkton of Largo Primary School

I wrote to all parents and carers of pupils living in the Kirkton of Largo Primary School catchment area on 23 October 2023 and 12 November 2024, to provide information about the school roll. Due to a movement of pupils at the end of academic session 2022/23 there were no pupils enrolled in Kirkton of Largo Primary School for session 2023/24. Subsequently there were no enrolments for session 2024/25.

An engagement session was held on 18 November 2024, in Lundin Mill Primary School, and parents/carers from the Kirkton of Largo Primary School were invited as well as any parents/carers of nursery aged children who may be interested in hearing about the current position. Nine people attended this meeting and were given an opportunity to ask questions about the building and future enrolments.

I am writing to you today to advise that, in view of the current position, the Education Directorate will submit a report to the Cabinet Committee, on Thursday 9 January 2025, recommending that, as the school pupil roll has been zero for sessions 2023/24 and 2024/25 (and any projected pupils are expected to enrol within Lundin Mill Primary School for session 2025/26), elected members authorise the Education Directorate to mothball the school. This report will be available online at [Cabinet Committee 9 January 2025 | Fife Council](#). Papers are normally uploaded online 5 days before any committee meeting.

The mothballing of Kirkton of Largo Primary School would be a temporary measure which does not require any statutory consultation in terms of the Schools Consultation (Scotland) Act 2010 and is an alternative to full closure, which would require full statutory consultation. It would be our intention to mothball the school and review this decision no later than January 2026.

Education & Children's Services Directorate,  
4<sup>th</sup> Floor Rothesay House, Rothesay Place,  
Glenrothes, KY7 5PQ.



I trust this outlines the current position for this school. Should you have any views on the proposed mothballing of Kirkton of Largo Primary School, please email them to:  
[Sustainableschools.enquiries@fife.gov.uk](mailto:Sustainableschools.enquiries@fife.gov.uk).

Your sincerely,



Shelagh McLean  
Head of Service, Education

## **Appendix 13– Letter to parents/carers to inform them of an engagement session to review the Mothballing of Kirkton of Largo intention to seek approval from Cabinet Committee to mothball Kirkton of Largo PS 9 December 2025**



Parent/Carer of:

All parents/carers of pupils living in the Kirkton of Largo Primary School catchment area

All parents/carers of pupils attending Lundin Mill Primary School

All parents/carers of nursery aged pupils living in the Kirkton of Largo Primary School catchment area

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### **Education Directorate**

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Shelagh McLean, Head of Service,  
Education Directorate  
[shelagh.mclean@fife.gov.uk](mailto:shelagh.mclean@fife.gov.uk)

Our Ref: KOLES/SMcL/KL

Date: 9 December 2025

Dear Parent/Carer,

### **Engagement Regarding the Future of Kirkton of Largo Primary School**

I am writing to you as a parent/carer of a child living in the Kirkton of Largo Primary School catchment area or as a parent/carer of a pupil attending Lundin Mill Primary School.

As you may be aware, Kirkton of Largo Primary School has had no pupils since June 2023. Pupils from this catchment area have been offered a place at Lundin Mill Primary School or opted to enrol at other primary schools through placing request applications.

Kirkton of Largo Primary School has been formally mothballed since January 2025, and the Council needs to consider its future. For academic session 2025/26, there remains no school pupils on the roll.

As part of our annual review of the mothballing arrangements, and prior to considering the next steps, the Education Directorate is holding an engagement session for parents/carers. This will enable officers from the Education Directorate to provide an update on the mothballing status of the school and answer any queries from parents/carers. The informal engagement session is not part of a formal consultation process. The session will take place at Durham Hall, Lower Largo on Tuesday 16th December from 5-6 pm.

Additionally, an online form has been prepared to allow parents to give feedback on the current arrangements for pupils within the Kirkton of Largo Primary School catchment area and an opportunity for stakeholders to provide feedback on the information shared at these sessions.

Feedback can be given at:

<https://forms.office.com/e/s4cDPDS6uW>

Education Directorate,  
4<sup>th</sup> Floor, Fife House West, North Street  
Glenrothes, KY7 5LT.



**Engagement Session to Discuss  
the Future of Kirkton of Largo  
Primary School**



We look forward to seeing you at this event.

Yours sincerely,

Shelagh McLean  
Head of Service, Education Directorate

## **Appendix 14 – Letter to parents/carers to inform them of the outcome of the mothballing review and the intention to seek approval from Cabinet Committee to progress to Statutory Consultation regarding the Closure of Kirkton of Largo Primary School 19 December 2025**



Parents/Carers of all Primary Pupils Living in the Kirkton of Largo Primary School Catchment Area

Parents/Carers of all Nursery Pupils Living in the Kirkton of Largo Primary School Catchment Area Currently Attending a Fife Council Nursery

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### **EDUCATION DIRECTORATE**

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Shelagh McLean, Head of Service  
shelagh.mclean@fife.gov.uk

Date: 19 December 2025

Dear Parent/Carer,

#### **Kirkton of Largo Primary School**

I wrote to all parents and carers of pupils living in the Kirkton of Largo Primary School catchment area and parents and carers of all nursery pupils living in the Kirkton of Largo Primary School catchment area currently attending a Fife Council nursery on 9 December 2025, inviting parents and carers to a meeting on Tuesday 16 December at 5.00-6.00pm to discuss the annual review of the mothballing and to obtain your feedback. Sixteen people attended this meeting and were given an opportunity to hear about the current position with the school including details of roll projections based on births in the catchment area and details of housing developments. They were also given an opportunity to ask questions and provide feedback.

I am writing to you today to advise that, the Education Directorate, in light of the Scottish Government guidance regarding the three-year time limit for mothballing, and to consider the impact for the small number of pupils living within the catchment area, the review of the mothballing concludes that a statutory consultation should be undertaken proposing the closure of Kirkton of Largo Primary School. The Education Directorate intends to seek approval of this statutory consultation at the meeting of the Council's Cabinet Committee on 8 January 2026. The report submitted to Cabinet Committee will be available online at [Cabinet Committee \(8th January 2026\) | Fife Council](#). Papers are normally uploaded online 5 days before any committee meeting.

Cabinet Committee will also be asked to authorise the continued mothballing of Kirkton of Largo Primary School until the outcome of the statutory consultation process is determined and, during the continued mothballing period, to continue the arrangement whereby any child or children wishing to enrol at Kirkton of Largo Primary School will be offered a place at Lundin Mill Primary School and provided with free transport if they meet the distance criteria.

Education Directorate,  
Fife House, North Street,  
Glenrothes, KY7 5LT.



I trust this outlines the current position for this school. Should you have any queries about the proposed statutory consultation in relation to Kirkton of Largo Primary School and/or wish to express your views on the continued mothballing please email:  
[Sustainableschools.enquiries@fife.gov.uk](mailto:Sustainableschools.enquiries@fife.gov.uk).

Your sincerely,



Shelagh McLean  
Head of Service, Education

Copied to – Parents/Carers of Pupils Currently Attending Lundin Mill Primary School

## Appendix 15 - Glossary of terms

### 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)

### 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 through a rolling programme. 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.

### **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 includes 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 in 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.

## Appendix 16 – Consultation Response Form

### FIFE COUNCIL – EDUCATION DIRECTORATE CONSULTATION RESPONSE FORM

Proposal to close Kirkton of Largo Primary School and rezone the catchment area of Lundin Mill Primary School from Monday 17 August 2026.

#### 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? (choose one)

I am a:	Tick ✓
Parent/Carer	
Pupil	
Staff member	
Grandparent	
Other interested party, please explain the nature of your interest and/or if you are responding on behalf of an organisation e.g. a community council.	

#### Do you live in one of the following catchment areas? (choose one)

I live in the:	Tick ✓
Kirkton of Largo Primary School catchment area?	
Lundin Mill Primary School catchment area?	
None of the above	

#### Which education establishment/s do you have a link with?

	Tick ✓
Kirkton of Largo PS	
Lundin Mill PS	
Another primary school in the North East Fife area	
Any nursery in the Levenmouth local area	
Waid Academy	
None of the above	

### Section 3 - Your Views

Question 3.1 Do you support the proposal to close Kirkton of Largo Primary School and rezone the catchment area of Lundin Mill Primary School to include the existing catchment area of Kirkton of Largo from Monday 17 August 2026? (**please tick (✓) either Yes, No or Don't know**)

Yes			No			Don't know	
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If you support the proposal, what are your reasons? (Please list these below)


If you do not support the proposal, what are your reasons? (Please list these below)


Are there any further comments on the proposal you would like to make, including any representations on the alternatives to the proposal referred to in the proposal paper or any other alternatives to the proposal you would like to suggest? (Please list these below)


### 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	
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3. What is your ethnic background? **Please choose one (✓).**

White Scottish		African	
Other White British		Asian, Asian Scottish, or other Asian British	
Other White background		Caribbean or Black	
Mixed or multiple ethnic background		Other ethnic background	

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

YES		NO	
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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](http://www.fife.gov.uk/privacy/education)

Please complete online at [www.fife.gov.uk/kirktonoflargoproposal](http://www.fife.gov.uk/kirktonoflargoproposal) or return this form by post to: Kirkton of Largo Primary School Closure Proposal, Education Directorate 4<sup>th</sup> floor (West), Fife House, North Street, Glenrothes, KY7 5LT by **close of business on Tuesday 10 March 2026.**