

**FIFE COUNCIL – EDUCATION DIRECTORATE**

**CONSULTATION REPORT ON THE  
PROPOSAL TO REZONE THE  
CATCHMENT AREAS OF KIRKCALDY  
WEST PRIMARY SCHOOL AND  
DUNNIKIER PRIMARY SCHOOL**

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## **1.0 Background to the Proposal**

- 1.1 The Education Directorate undertakes regular reviews of the school estate. Included within these reviews are assessments of changes within the school rolls, to ensure that the number of pupil places required are available within each of our existing schools. To review all information, the Education Directorate must take account of any changing demographic patterns leading to falling and rising school rolls in different parts of Fife; planned housing development and other factors which might impact on the need for school places.
- 1.2 The catchment areas of the 2 primary schools were established several years ago. There were changes to the Kirkcaldy West Primary School catchment area in 2003/4, when a new school was planned north of Oriel Road, Kirkcaldy, and a proportion of the existing Kirkcaldy West Primary School was rezoned to Strathallan Primary School. This school was operational from August 2006 and pupils moved into the new school building in January 2007.
- 1.3 The catchment area of Dunnikier Primary School was rezoned in 2011/12, as Dunnikier Primary School was expected to exceed its maximum capacity. Part of the catchment area was rezoned to Valley Primary School, to sustain the occupancy there. At the same time, another part of the Dunnikier Primary School catchment area was rezoned to Strathallan Primary School.
- 1.4 Within Kirkcaldy Town Centre there is a desire to redevelop a number of brownfield sites to enable town centre regeneration and to reduce the housing emergency in this part of Fife. The proposal would, if approved, support the Council in meeting this objective.
- 1.5 In addition to supporting the development of a number of brownfield sites, the proposal, if approved, will allow the Education Directorate the opportunity to reconfigure the facilities within Kirkcaldy West Primary School, to enable the Scottish Government aim of delivery of free school meals for all pupils. By reconfiguring classroom areas, for a reduced school roll, space will be created which will enable the school to deliver free school meals, while continuing to deliver the full breadth of the curriculum, which has been a challenge to deliver within this Victorian building.
- 1.6 Also included in the review, was the analysis of the latest placing request statistics and trends, and potential opportunities to realign catchments geographically. 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. However, parents will continue to have the right to exercise parental choice and to make placing requests to alternative schools, subject to the usual and statutory constraints of capacity being available. The allocation of placing requests is in terms of the Education (Scotland) Act 1980 and in line with the existing School Admissions Policy which can be accessed online at: [Schools-Admission-Policy-April-2018.docx](#)

## **2.0 Summary of the Proposal**

2.1 The statutory consultation process was undertaken in respect of the following proposal:

- Rezone the catchment area of Kirkcaldy West and Dunnikier Primary Schools, from Friday, 4 July 2025

2.2 A copy of the full consultation proposal is contained in Appendix A.

## **3.0 The Consultation Process**

3.1 The consultation process was undertaken in terms of the Schools (Consultation) (Scotland) Act 2010. A proposal paper was published which included an educational benefits statement. The relevant consultees included: the parents/carers of pupils attending the following primary schools; parents of pupils expected to attend these schools within 2 years; pupils of these schools and staff members; the parent council of any affected school; trade union representatives; Community Councils and Community Planning Partnerships. Although not a statutory consultee, the constituency MP, MSPs and elected members were also advised of the consultation:

- Kirkcaldy West Primary School
- Dunnikier Primary School

3.2 The relevant consultees were notified of the proposal by letter on 20 January 2025 and by advertisement in the local newspapers, week commencing 20 January 2025. The statutory period of consultation included the minimum requirement of 30 school days and was to run from Tuesday 21 January 2025 until close of business on Friday 7 March 2025.

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

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

- Monday 3 February 2025 at 6-7.00 pm at Kirkcaldy West Primary School
- Monday 10 February 2025 at 6-7.00 pm at Dunnikier Primary School.

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

- Kirkcaldy West Primary School – Monday 3 February 2025 at 8.45-9.30 am and 5-6 pm
  - Dunnikier Primary School – Monday 10 February 2025 at 8.45-9.30 am and 5-6 pm
  - Kirkcaldy West Primary School – Tuesday 11 February 2025 at 2.45-3.30 pm
  - Dunnikier Primary School – Tuesday 18 February 2025 at 2.45-3.30 pm
- 3.6 Consultation with a number of P4-P7 pupils in both schools was undertaken in individual school settings on the following days:
- Kirkcaldy West Primary School on Monday 17 February 2025
  - Dunnikier Primary School on Tuesday 18 February 2025
- 3.7 These sessions were facilitated by a Quality Improvement Officer from the Education Directorate for each of the sessions with pupils.
- 3.8 The proposal paper was sent to Education Scotland on Friday 2 February 2025. At the end of the statutory consultation period, Fife Council provided documents to Education Scotland, on 14 March 2025, including a summary of the written and oral representations received by Fife Council during the consultation, for the purpose of Education Scotland preparing a report on the proposal. The proposal document, Notice of Consultation, Blank Consultation Response Form and the PowerPoint presentation from the public meetings were also included in the documents issued to Education Scotland on 14 March 2025. Education Scotland provided a draft report to Fife Council on 25 March 2025 and the final report on 27 March 2025.
- 3.9 Fife Council has reviewed the proposal having regard to the written and oral representations received, the Education Scotland report and all other responses received before preparing this Consultation Report. The report will be published in electronic and printed form. Notification of the publication of this Consultation Report will be given to all relevant consultees and the publication of this Consultation Report will be advertised. Opportunities will then be available for consultees and other interested parties to make representations to the elected members of Fife Council who will make the decision on whether to implement the proposal or not. The Cabinet Committee on 29 May 2025 will consider the Consultation Report and be invited to make a decision on it. The decision of that committee may be subject to internal governance procedures before it becomes final and, if necessary, will be considered by the Full Council of Fife Council.

#### **4.0 Total Number of and Summary of Written Representations Received**

- 4.1 In total 9 written representations were received. These comprised 8 completed Consultation Response Forms (some with detailed comments) received digitally and one response in paper format. For the purpose of analysis, the views expressed in the written representation received in paper format have been added in paragraphs 4.4 and 4.7 below

- 4.2 The Consultation Response Form was available online at [Proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools - Fife Council - Citizen Space](#) and the hyperlink <https://forms.office.com/e/huvqUiGjH2> included in the Notice of Consultation, as well as in paper format at the 2 primary schools affected by the proposal and those addresses detailed on Page 2 of the proposal document. A copy is reprinted at Appendix 13 of Appendix A to this report.
- 4.3 The majority of those who responded were not in favour of the proposal to rezone the catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School.
- 4.4 A summary of the responses is given below, and a further breakdown is provided within Appendix D:

	<b>Question 3.1</b> Do you support the proposal to rezone the primary catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from Friday 4 July 2025? (please choose one ✓)					
<b>Parent/Carer of a child living in the:</b>	Consultees who responded <b>Yes</b>	%	Consultees who responded <b>No</b>	%	Consultees who responded <b>Don't know</b>	%
Dunnikier Primary School catchment area	0	0	2	22	0	0
Kirkcaldy West Primary School catchment area	0	0	2	22	0	0
Another primary school in the Kirkcaldy area	0	0	0	0	0	0
Any nursery in the Kirkcaldy area	0	0	0	0	0	0
Balwearie High School	0	0	0	0	0	0
None of the above	0	0	2	22	2	22
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>66</b>	<b>2</b>	<b>22</b>
<b>Pupil living in the:</b>	Consultees who responded <b>Yes</b>	%	Consultees who responded <b>No</b>	%	Consultees who responded <b>Don't know</b>	%
Dunnikier Primary School catchment area	0	0	0	0	0	0
Kirkcaldy West Primary School catchment area	0	0	0	0	0	0
Another primary school in the Kirkcaldy area	0	0	0	0	0	0
Any nursery in the Kirkcaldy area	0	0	0	0	0	0
Balwearie High School	0	0	0	0	0	0
None of the above	0	0	0	0	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Member of staff:</b>	Consultees who responded <b>Yes</b>	%	Consultees who responded <b>No</b>	%	Consultees who responded <b>Don't know</b>	%
Dunnikier Primary School catchment area	0	0	0	0	0	0
Kirkcaldy West Primary School catchment area	0	0	0	0	0	0
Another primary school in the Kirkcaldy area	0	0	0	0	0	0
Any nursery in the Kirkcaldy area	0	0	0	0	0	0
Balwearie High School	0	0	0	0	0	0
None of the above	0	0	0	0	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Other Interested Party	0	0	1	12	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>78</b>	<b>2</b>	<b>22</b>

4.5 In summary 8 parents/carers responded to the consultation response form, along with one other interested party.

4.6 No pupils or staff completed the online consultation form.

#### 4.7 Summary of comments from the Consultation Response Forms

4.7.1 Those who indicated they did not support the proposal were asked at Section 3.1 – If NO, what are your reasons? There were 5 responses to this by parent/carers, which are repeated in full in Appendix E.

4.7.2 All respondents were asked at Section 3.1 for any other comments on the proposal they would like to make. There were 6 responses to this, which are repeated in full in Appendix E.

4.7.3 The 9 responses from Parents/Carers and Interested Parties who completed the Consultation Response Form, raised several issues. The issues raised within sections 3.1 of the Consultation Response Form are summarised as follows:

- A minority of respondents felt that the catchment areas as a whole should be addressed, as when they moved into their property they were of the understanding they were in the current catchment area of Dunnikier Primary School. Concern that their street is not included in the catchment review and that their street should be rezoned to Dunnikier Primary School.
- Concern that placing requests for Dunnikier Primary School and Balwearie High School in future will not be approved. Concern amongst parents who would be outwith the catchment area (based on this proposal) regarding

being unable to secure a place at Kirkcaldy West Primary School through a placing request application.

- A small number of respondents have a concern whether their children's education would be affected by attending a school within a less affluent area. One respondent believes that the rezoning proposal will have a negative impact on the SIMD distribution within Kirkcaldy West PS.
- One respondent believes that the boundary line of a catchment area should not be split down the middle of a road.
- Concern regarding younger siblings not being able to attend the same school as older siblings, where the older sibling attends as a placing request. A number of respondents suggested any children who already have older siblings at Dunnikier Primary School should be guaranteed a place at this school.
- Concern over busier road networks to Dunnikier Primary School, which may lead to increased traffic around Dunnikier Primary School. Impact on increased traffic, walk route and distance to Dunnikier Primary School. Concern over the safety of the walking route to Dunnikier Primary School and the distance to Dunnikier Primary School from the area to be rezoned, including increased traffic at Dunnikier Primary School and the Town Centre, following the redevelopment of the Town Centre.
- Potential under occupancy at Kirkcaldy West Primary School and the potential that any change would need to be reversed.
- Concern raised on the rationale to rezone properties in close proximity to Kirkcaldy West to Dunnikier Primary School, which is a greater distance away, and the impact of pupils currently in the Kirkcaldy West Primary School catchment area having an increased travel time.
- Feeling that new housing should not impact on families that have lived in the area of Kirkcaldy West for years. Concern for parents who feel that existing built houses, already in a catchment area, should not be rezoned to another school to allow new housing estates and the feeling that the Council are prioritising children who are not currently living in the area.
- Concern over existing pupils enrolled in the school and seeking clarification in relation to staying at their existing school for the remainder of their primary education.

4.7.4 In terms of requests for additional information, one verbal question was received during one of the drop-in sessions. This has been included, and responded to, within this report.

- Childminders are important to us as a family. Are you aware of a list of childminders in the Dunnikier PS area and their availability? I know the number of childminders was reducing in the Kirkcaldy West PS area and I'm thinking similar would be happening in the Dunnikier PS area.

4.7.5 Where requests asked for more up to date or detailed information on matters contained within the consultation proposal document, this is responded to within this report



- 4.7.6 There were no requests received under the Freedom of Information (Scotland) Act 2002.

## **5.0 Summary of Oral Representations**

- 5.1 There were fewer than 10 parents/carers or interested parties who attended the public meeting at Kirkcaldy West Primary School. Fewer than 5 parents/carers or interested parties attended the public meeting at Dunnikier Primary School. A record of each public meeting is contained in Appendix H. The key issues raised at the public meetings are summarised as follows:

### **5.2 Siblings**

- 5.2.1 A small number of respondents expressed concern on the impact on placing requests into Dunnikier Primary School and Balwearie High School and whether the schools would be able to accept placing requests.
- 5.2.2 A small number of respondents expressed concern about the negative impact of a child changing school in the middle of their primary education, where the child is settled.
- 5.2.3 The proposal could mean siblings at 2 different schools – can you tell us how many siblings are affected?

### **5.3 Walk Routes**

- 5.3.1 There is some concern over the road safety, walking routes to school, congestion and pollution around Dunnikier Primary School and the impact on pupils who have an increased travel time to school by foot.
- 5.3.2 Has a walk route assessment been completed for Dunnikier Primary School?

### **5.4 Balwearie High School**

- 5.4.1 Is there sufficient capacity at Balwearie High School?

### **5.5. House Purchases Based on Catchment Areas**

- 5.5.1 Property was purchased based on the catchment area – why does it have to change to accommodate new housing?

### **5.6 School Roll Projections**

- 5.6.1 Is it possible to provide roll projections in the same format for each school?
- 5.6.2 What will happen in the future? Would any placing requests be able to be accepted?

## 5.7 Childcare

- 5.7.1 Did you consider the impact on the school community of Dunnikier Primary School? Extending the catchment area will mean that the travel distance from the top area to the bottom will take more than 30 mins to walk.

## 5.8 Alternatives

- 5.8.1 Can the new housing not be zoned to another school?
- 5.8.2 Did you consider changing the catchment school for the Seafield area to Kinghorn Primary School?
- 5.8.3 Was changing the catchment area of Strathallan Primary School considered?

## 6.0 **Pupil Consultation**

- 6.1 The pupil consultation was carried out in accordance with Education Scotland best practice and in accordance with 'Participants, Not Pawns - Guidance on Consulting with Children and Young People', Scotland's Commissioner for Children and Young People.
- 6.2 A Groupcall message was issued by the schools to all parents with a child in P4-P7, to advise that their child may be selected to take part in one of these sessions. Parents who did not want their child to attend were asked to contact the school. These pupil consultations were carried out on Monday 17 February 2025 at Kirkcaldy West Primary School and Tuesday 18 February 2025 at Dunnikier Primary School.
- 6.3 A total of 147 P4 – P7 pupils took part in the consultation sessions from the 2 primary schools: 79 pupils from Kirkcaldy West Primary School and 68 from Dunnikier Primary School.
- 6.4 The questions and information provided by pupil groups is detailed in Appendix F. A summary of responses to the questions is listed below.

- 6.4.1 Are you aware of a consultation proposal to look at changing the catchment areas of your school? How did you hear about this?

From the Kirkcaldy West Primary School groups only 10 pupils from the 79 pupils had heard about the consultation, with the majority of these pupils having heard it being discussed at home. From the Dunnikier Primary School groups only 2 pupils from the 68 pupils had heard about the consultation, only one of these pupils had heard it being discussed at home.

- 6.4.2 Are you aware of what changing the catchment area may mean for your school?

The majority of Kirkcaldy West and Dunnikier Primary School pupils did not feel that this consultation would change anything for them but were aware that this could affect other pupils who had younger siblings at nursery.

The pupils at Dunnikier Primary School commented that the change in catchment area may mean more pupils attend their school, which would make their catchment bigger. However, they thought that more pupils would allow an opportunity to make new friends. A few pupils were concerned that they would lose friends whose catchment might change.

The pupils felt that there could be a longer walk to school for some pupils and the playground may become too busy.

6.4.3 Do you think this will make any difference to your time in school (P4/5/6/7) or educational experience at Kirkcaldy West/Dunnikier Primary School?

Pupils supporting the proposal shared that distributing the numbers across both schools would help and the proposal was a good idea. If the numbers stayed the same they had enough space to learn, eat lunch, go to assembly as well as out of school activities. Almost all pupils responded that this proposal would not impact on their time at their schools, however, a few pupils with younger siblings or who knew other pupils with younger siblings who may be affected due to catchment changes for future enrolments were concerned about this.

6.4.4 What do you think would happen if more/less pupils attended your school?

Pupils raised some concern with the schools being too busy. They felt that they do not want all the classrooms in use. However, they also felt that it would be good to have more friends and that they would be good at welcoming others.

6.4.5 How do you travel to school?

The pupils advised the officers how they travelled to school. Over half of the pupils walked to school, a third of pupils travelled by car, whilst the remainder took the bus, cycled or used a scooter to school.

6.4.6 Any other comments about the proposal you want to share?

It was evident from all the group discussions that the pupils from both schools felt it is important to have good friendships within schools.

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

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

(a) Implementation and Current Pre-school (N5) pupils

A small number of parents requested some clarity regarding the nursery aged pupils who were due to start Primary One in August 2025 and which school they would enrol at.

If the proposal is approved, the changes to the catchment area would be implemented from 4 July 2025. Nursery aged pupils transferring to Primary One in August 2025 will have enrolled in their existing catchment primary school in January 2025. Consequently, primary one enrolment for August 2025 is not affected by this proposal. For all subsequent catchment enrolments after the 4 July 2025, pupils will be enrolled in their new catchment school.

(b) Placement of Siblings

A feeling was expressed by a number of parents regarding the impact on younger siblings who were not due to start Primary One until 2026 onwards.

In such a situation, where a family would want all children to attend the same school, this will be possible within the catchment school to which they are rezoned, in accordance with the Fife Council School Admissions Policy. These concerns have been fully considered during the consultation process. Fife Council notes the concerns of parents in relation to the potential impact of changing the catchment areas for families who have a child or children attending a school for whom the catchment area changes to a different school.

As outlined in the proposal document in section 9, a situation may arise that a sibling of a child currently attending Kirkcaldy West Primary School no longer has an automatic entitlement to attend the same primary school as their older sibling, if the rezoning proposal is approved. In those circumstances, a placing request would be required for the child to attend Kirkcaldy West Primary School, where their sibling is already in attendance. Where (after catchment pupils have been enrolled) the number of placing requests exceeds the number of available places at the school, the priority criteria within the School Admissions Policy apply. These include that a child living at the same household address as their sibling is given a higher priority (following pupils with ASN) than a pupil where their non-catchment school is closer to the home address and a pupil where the parent or carers' place of employment or domestic arrangements would result in the pupil being in before or after school care closer to the school than to the catchment area school. This would also be the same for any family who are not currently within the Dunnikier Primary School catchment area but their older child is attending Dunnikier Primary School following a successful placing request.

Alternatively, if parents/carers want both/all siblings to attend the same school, they could move their older child/ren to the new catchment school,

which does not require a placing request (unless the catchment school is oversubscribed).

If the proposal is approved, the Education Directorate will work with parents and carers and review the nursery information to determine whether siblings can be accommodated in terms of placing requests or by enrolment at their new catchment school if desired.

If the proposal is not approved, and the catchment areas are not changed, it is unlikely that all children living in the current catchment area of Kirkcaldy West Primary School and who wish to attend the school will be able to be accommodated. In that event, places at Kirkcaldy West Primary School will be allocated in accordance with the terms of the School Admissions Policy and those children who are not allocated a place at Kirkcaldy West Primary School will be offered a place at the nearest available school to their home address.

Therefore, while there can be no guarantee that placing requests can be accommodated, this proposed change is, in part, designed to reinstate this type of flexibility for enrolment for Kirkcaldy West Primary School.

The pupil information has been analysed for those pupils attending Fife Council nurseries or funded providers, to understand how many younger siblings would be affected by this proposal. The details of this analysis are as follows:

There are fewer than 10 pupils living in the existing Kirkcaldy West Primary School catchment area who are affected by the proposal and who are attending Kirkcaldy West Primary School or Kirkcaldy West nursery or another Fife Council or funded provider provision.

The admission process for new nursery places for academic session 2026/27, for start dates in August 2026, January 2027 or April 2027 has not started. Therefore, no further analysis can be carried out on nursery and older siblings at this time. It should be noted that not all parents take up a 3-year-old place within a Fife Council or funded provider nursery, therefore numbers may be higher.

Although no guarantee can be given, based on these known numbers, in 2026 it is anticipated that we could receive fewer than 5 placing request applications, from those impacted, where there are siblings currently attending Kirkcaldy West Primary School. The Education Directorate will apply the Schools Admissions Policy and it is probable that siblings will be able to be accommodated, through parental placing requests, without this significantly impacting on the future occupancy of Kirkcaldy West Primary School.

From previous history, the Education Directorate has always worked with parents/carers who would have siblings separated following a catchment rezoning proposal across Fife, to manage enrolment effectively in the

same school as their older sibling.

(c) Available Walking Routes

Fife Council acknowledges that, for a small number of families in the area proposed to be rezoned from Kirkcaldy West Primary School to Dunnikier Primary School, it may be a slightly longer walk route for pupils to and from school. This may also mean they are crossing different roads to those they are currently familiar with. Some parents perceive these to be busier than their current route.

Fife Council currently exceeds the statutory requirement in respect of the provision of free transport for primary aged children and provides all primary pupils living more than one mile from their catchment school with free transport. For those who walk to school, the safety of our pupils en route is important for the Education Directorate, therefore walked route assessments have been carried out for 3 different routes from this proposed rezoned area, to ensure that the routes would be available in accordance with the Walked Routes to School Assessment Policy. There are specific criteria to be considered by officers undertaking these assessments. Additionally, in accordance with legislation and the Fife Council policy, it is assumed that a pupil will be accompanied by an adult when walking to school until parents decide that their child is able to walk on their own or with a group of friends.

For most houses in the proposed area to be rezoned, the distance to Dunnikier Primary School would be within one mile. Fife Council Transportation Service has identified the walking routes to Dunnikier Primary School. The first walked route to school assessment was carried out from Dunnikier Primary School to the Esplanade. This assessment followed Balsusney Road to reach Bennoch Bridge, then Bennoch Road and walked down towards Wemyssfield, then turning left on to South Fergus Place, left onto Whytehouse Avenue and walking down the east side which is affected by the consultation to reach Charlotte Street, Cowan Street and the esplanade. The second walk route was from Dunnikier PS to the old Postings site on Hill Street via Balsusney Road, Bennoch Road, Victoria Road, Carlyle Road, Kirk Wynd and Hill Street). The final walked route to school assessment was carried out from the Esplanade/Cowan Street at Charlotte Street (at the former Jackie O's building) to Balsusney Road and Dunnikier Primary School.

Further detail about these walk routes is contained in Appendix I of this report. Included in the assessments are details of speed restrictions on roads in and around the area affected. These routes were walked by different officers either in the morning or afternoon. All routes were assessed as available walking routes as per the Walked Routes to School Policy.

(d) Nursery Attendance and pupils affected by the rezoning proposals

The Education Directorate understands the concerns of those parents who may have a child enrolled in Kirkcaldy West Nursery from August 2025, where the catchment primary school may change as a result of the proposal.

There is no catchment system for nursery admissions based on household postcode. The nursery admissions process is based on 22 local areas where each local area has more than one nursery associated with each household postcode. This allows parents/carers an opportunity to apply for a nursery depending on the hours offered within each setting. As outlined at the public meeting, a parent can apply to move a nursery child at any point of the session, if a space is available in the nursery of their choice. The application process each year for nursery is available online, with a closing date of 31<sup>st</sup> January. Parents are notified by 31<sup>st</sup> March on their allocated setting. If the proposal is approved, any parent could still apply to change the nursery setting for their child and this will be granted if there are places within the setting.

The timing of any proposal which may impact on nursery or primary pupils is difficult to manage, as there is always someone impacted. However, support will be given for any pupil at primary or nursery who wishes to move to a different primary or nursery provision, to ensure that they settle into a new environment. Transition arrangements for any pupil moving between schools are well managed by the schools involved.

(e) House Purchases based on catchment areas

The majority of catchment areas for primary schools in Fife were formed over 50 years ago, with the exception of the catchment areas for our new schools e.g. Strathallan Primary School. The Education Directorate is required to review the Local Development Plan, schools rolls and demographics to ensure that it has a sufficient number of spaces available for all pupils in their catchment school. The Education Directorate does not want to make changes to catchment areas unnecessarily, however, will consider changes to respond to emerging needs. Fife Council acknowledges that some parents have chosen to purchase a house in a specific catchment area to ensure their child is enrolled within a school, however, we are unable to give guarantees that any catchment area will remain the same indefinitely. Whilst the Education Directorate understands the concerns of parents who consider that existing housing should be considered before new housing and new pupils for enrolment in a school, the authority has an obligation to support new housing. New pupils from new house building are included in school roll projections and it is important there are sufficient spaces in our schools for both existing catchment pupils and new pupils.

(f) Childcare arrangements

A number of families have advised that childcare will be a problem if their catchment area is rezoned to Dunnikier Primary School. This may mean, for a number of families, that grandparents and parents could not pick up children from 2 different schools.

As outlined in (a) above, should a parent wish to move their children to their new catchment school this can be accommodated. Currently, neither Kirkcaldy West nor Dunnikier Primary School have after school childcare provision on site. There is Fife Council after school childcare available at Kirkcaldy North and Strathallan Primary Schools.

(g) Community Impact

A number of families raised concerns that their neighbours would be attending a different school if the rezoning proposals were approved. There was a suggestion that the whole Seafeld area of the Kirkcaldy West catchment could be rezoned to Kinghorn Primary School instead of the change incorporated within the proposal paper.

Currently, in the area at the Kirkcaldy Town Centre, where new housing is planned for construction, there are houses where the catchment line extends through a property or housing site. The proposal tries to ensure that, in future, each school remains in the heart of the community and the catchment boundary for both schools takes an area of housing together within its catchment. It should be noted, a number of neighbours and streets will have pupils that attend both non-denominational and denominational schools, but the children interact with each other in the evening and weekends or attend community activities together.

If the proposal is approved, pupils currently in attendance at Kirkcaldy West or Dunnikier Primary Schools will not be required to change school during their primary years, unless they wished to do so.

There is not sufficient capacity within Kinghorn Primary School to accommodate the number of pupils currently living in or projected to be within the Seafeld area of the current Kirkcaldy West catchment.

(h) Impact on Secondary Education

There is no impact on secondary education, as the secondary catchment area is not being amended. Both Kirkcaldy West Primary School and Dunnikier Primary School will remain part of the Balwearie High School cluster, along with Strathallan, Kinghorn, Auchtertool and Burntisland Primary Schools. They will be able to accommodate all catchment pupils.

(i) Communication within the Community



A small number of respondents raised their concern that the consultation was not reported to all residents in the area and that information was published through media outlets over the Christmas period.

The Cabinet Committee report, seeking approval to undertake a consultation in accordance with the Schools (Consultation) (Scotland) Act, was published during the Christmas school holiday period, to meet the requirements of governance. Unfortunately, information from this report was published by media outlets in advance of the Committee meeting, when the Education Directorate was not able to respond. This was prior to approval to progress with the statutory requirements.

As part of the statutory requirements, parents/carers, pupils, community councils and local elected members were advised of the consultation process. This was also advertised in the local press and on social media. The proposal only affects the parents/carers of pupils who are currently enrolled within both schools and for those parents of nursery aged children, in accordance with the Schools (Consultation) (Scotland) Act 2010. Fife Council has complied with the requirements of the Schools (Consultation) (Scotland) Act 2010, ensuring all relevant statutory consultees, as outlined in page one of Appendix A, have been consulted. The list of consultees recognises that this proposal could impact on any future enrolments too, therefore the circulation of the proposal paper covers as wide an audience as possible, through the many channels utilised.

As detailed in section 3, the consultees included: the parents/carers of pupils attending the relevant primary schools; parents of pupils expected to attend these schools within 2 years; pupils of these schools and staff members; the parent council of any affected school; trade union representatives; Community Councils and Community Planning Partnerships. Although not a statutory consultee, the constituency MP, MSPs and elected members were also advised of the consultation

(j) Impact on Kirkcaldy West with the new primary school

There are 2 new primary schools to be delivered within the Kirkcaldy area as part of the Local Development Plan. These new schools will serve new communities in the Kirkcaldy East and Kirkcaldy South West areas. The new school at Kirkcaldy East will not have a direct impact on the catchment area of either Kirkcaldy West or Dunnikier Primary School.

The housing planned within the Kirkcaldy South West area is located within the catchment area of Kirkcaldy West Primary School. This new housing, for 1,200 units, may be delivered in due course. If this strategic development site were to progress, a new catchment area will require to be formed for the school and statutory consultation undertaken by the Education Directorate. Whilst reviewing the boundary of the strategic development site, at the time of forming a catchment area for Kirkcaldy South West, a review of the Kirkcaldy West Primary School catchment

area will have to be considered. Currently, transition space for new pupils from this development is unable to be accommodated within Kirkcaldy West Primary School and the school site would be unable to accommodate temporary accommodation until a new school is constructed.

(k) Future School Roll Projections

The analysis of school roll projections, to take into account the pupils already born into the 2 areas to be rezoned, was included in the proposal paper. The projections with and without the rezoning, as well as with and without inclusion of the housing sites, are outlined below, in a consistent format, for each school. These demonstrate the impact of the housing on both schools if the proposal were to be approved.

**Kirkcaldy West Primary School Roll Projections before rezoning (new housing sites not included)**

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	420	416	424	429	427	439	443	446	440
Classes	15	15	16	16	16	16	16	16	16

**Kirkcaldy West Primary School Roll Projections before rezoning (new housing sites included)**

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	420	416	424	429	455	487	527	540	537
Classes	15	15	16	16	18	19	19	19	19

**Kirkcaldy West Primary School Roll Projections after rezoning (the Postings site is included in the Dunnikier projections)**

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	420	416	410	405	421	434	460	498	516
Classes	15	15	15	16	16	16	18	18	18

**Dunnikier Primary School Roll Projections before rezoning (new housing sites not included)**

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	331	316	300	287	300	308	302	292	297
Classes	12	12	12	11	11	11	11	11	11

**Dunnikier Primary School Roll Projections before rezoning (new housing sites included)**

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	331	316	300	288	303	310	306	297	301
Classes	12	12	12	11	12	12	11	11	11

**Dunnikier Primary School Roll Projections after rezoning (new housing sites with the Postings included)**

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	331	316	310	311	331	338	331	319	320
Classes	12	12	12	12	12	13	12	12	12

(l) Managing greater numbers of pupils in dining/external play areas

A number of pupils from both schools raised concerns about how the school will manage a greater number of pupils within the dining areas and external play areas.

The Education Directorate is confident that an increased school roll at Dunnikier Primary School can be managed within the dining area and external play areas within the school grounds. The projected school roll, after rezoning, is expected to maintain the occupancy of Dunnikier Primary School to a maximum of 13 classes, which can be managed within the existing accommodation.

The majority of primary schools across Fife are unable to accommodate all pupils in one sitting and headteachers manage this, on a school by school basis, through timetabling. Kirkcaldy West Primary School currently manages a three sittings model.

(m) Placement of boundaries

Fife Council is required to identify boundaries for all catchment areas. The boundary lines are designed to follow a road, which provides a natural boundary. This is normal practice. Therefore, it is not unusual for one side of a main street to have a different catchment school to the other side of the main street. The boundary line identified in the proposal would provide this natural boundary while ensuring that both schools continue to be in the heart of their local communities.

(n) Placing requests to Dunnikier Primary School and Balwearie High School

Placing requests will continue to be considered in line with the Education (Scotland) Act 1980 and the School Admissions Policy for Primary and

Secondary Schools in Fife. It is not anticipated that this proposal would reduce flexibility in relation to such considerations.

(o) Roll Projections for Balwearie High School and Projection Methodology

School roll projections are based on birth rates, existing pupil data and past trends for each school. The table below provides the projections for Balwearie High School. 2024 is shown as a projection: the actual roll, as confirmed in Scottish Government pupil census, was confirmed as 1,560.

2024	2025	2026	2027	2028	2029	2030	2031
1,566	1,541	1,494	1,429	1,360	1,297	1,251	1,202

Roll projections are the arithmetic result of applying historical trends and future assumptions to current pupil numbers. The roll projection model is a series of spreadsheets which link related information, perform calculations and produce aggregated outputs showing projected rolls for each individual school, cluster and area.

There are a number of variables considered through the model but it does not use any complex statistical analysis or software. The calculations are intended to be as simple as possible yet still flexible enough to allow different scenarios and options to be considered. The variables include:

- Pre-school children in each catchment - The number of pre-school children living in each non-denominational catchment area is provided by NHS Fife from the Community Health Index (CHI). This is a record of all children registered with a General Practitioner and an update is provided each year.
- Expected future P1 intake - Parental choice at P1 compares pupil locations with actual schools attended and is combined with the CHI values to establish an expected future P1 intake per school.
- Existing school rolls and capacities - The school roll is provided by the pupil census which takes place in September each year. School capacities are also reported annually as part of the school estate core facts return to The Scottish Government.
- New housing and additional pupils - Proposed housing is identified by the Planning Service via the Housing Land Audit (HLA) and the Local Development Plan. An updated HLA provides the most detail for the roll projections and is updated annually after discussion with

Homes For Scotland and individual housing developers. These additional primary pupils from new housing are distributed across all stages. Additional secondary pupils from new housing are distributed equally across S1 to S4 stages.

- Migration between stages - Each stage moves forward one year to form the base number for the next year's projection, using an average of the recent actual pupil migration between stages.
- Pupil transfer rates from P7 to S1 - Projected pupil transfer rates from P7 to S1 are based on an average of the actual pupil movements, including placing requests.
- Staying-on rate beyond S4 - Projected staying-on rates for pupils beyond S4 are based on an average of the actual staying-on rates from the previous.
- External constraints - Roll projections are constrained by the population projections published by the National Records Office (formerly General Register Office for Scotland). The two values are compared to determine the level of adjustment required to ensure the two projections are closely matched over the longer period.

(p) Alternative of Strathallan Primary School

A range of options were considered when developing the proposal. Dunnikier Primary School catchment area already provides the natural border to the housing development. Placemaking principles are considered, whereby the Directorate looks to design and shape catchment areas to support the creation of places that are vibrant, inclusive, and meaningful, while also considering the unique characteristics and needs of a community. This proposal supports the maintenance of the communities of both schools.

(q) Educational Benefits for Dunnikier Primary School

The Educational Benefits for both schools are outlined in section 6 of the Proposal paper (Appendix A). Parents will be able to choose the catchment primary school associated with their postal address. This provides significant reassurance to parents who in turn can offer this to their child, when transitioning from nursery to primary.

The distribution of pupils across the area will ensure that the school accommodation supports teachers to deliver the broad range of experiences and outcomes of Curriculum for Excellence in the most appropriate flexible learning environments that enhance learners' experiences and support high quality teaching. The opportunity to utilise

space flexibly in Dunnikier Primary School is already an option and would continue to be the case if the school roll is maintained.

The proposal will enable both schools to have access to the diverse range of multi-purpose spaces and will have a positive impact on the teachers' flexibility to deliver the breadth of the curriculum in different learning spaces. It also allows additional teaching and non-teaching staff working in these schools the opportunity to utilise space to meet children's diverse range of needs and foster individual interests, such as musical tuition.

Attending the same school as peers living in close geographical proximity helps provide continuity and security for children, with the fostering of peer relationships both in and out of school.

Realigning the catchment areas of Kirkcaldy West and Dunnikier Primary Schools ensures that all catchment pupils can enjoy the benefits of daily exercise walking to school.

HMIE Inspectors agreed that there are educational benefits for both schools, ensuring both schools have sufficient accommodation to support the learning and social experiences of children.

(r) Childminders

A list of childminders in partnership with Fife Council is available online on the Fife Council website [Childcare in Fife | Fife Council](https://www.fife.gov.uk/data/assets/pdf_file/0025/306277/Childminders_in_partnership_-_Public_Info_-_MASTER-080425.pdf). This includes the contact details and model/hours of operation.

[https://www.fife.gov.uk/data/assets/pdf\\_file/0025/306277/Childminders\\_in\\_partnership - Public Info - MASTER-080425.pdf](https://www.fife.gov.uk/data/assets/pdf_file/0025/306277/Childminders_in_partnership_-_Public_Info_-_MASTER-080425.pdf)

## **8.0 Report from Education Scotland**

- 8.1 Fife Council notified Education Scotland, by email on 6 January 2025, that a report seeking approval to undertake a statutory consultation related to a proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools would be considered by the Cabinet Committee of Fife Council on 9 January 2025. This email included proposed dates of the public meetings. The proposal document was emailed to Education Scotland, on Friday 2 February 2025, detailing the full list of statutory consultees and the period of consultation, being Tuesday 21 January to Friday 7 March 2025.
- 8.2 The public meetings and drop-in sessions were detailed in the Notice of Consultation and the proposal was advertised in the local newspapers. Regular reminders were issued by schools to ensure parents/carers were aware of the public meetings and drop-in sessions, and how to participate in the consultation. On Tuesday 4 March 2025, a final reminder to parents/carers was issued to allow parents/carers a few days to submit any feedback before the consultation ended on Friday 7 March 2025.

- 8.3 Fife Council created a dedicated page on the Council website [Proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools - Fife Council - Citizen Space](#) to allow parents/carers and interested parties to complete the online consultation response form, view the proposal document and review the presentation material from the public meeting.
- 8.4 The consultation period amounted to 31 days and did not include the in-service day on 12 February or the two school holiday days of 13-14 February 2025.
- 8.5 The report from Education Scotland is reproduced on the following pages.



# **Schools (Consultation) (Scotland) Act 2010**

**Report by Education Scotland addressing educational aspects of the proposal by Fife Council to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools.**

March 2025



## 1. Introduction

- 1.1 This report from Education Scotland has been prepared by His Majesty's Inspectors of Education (HM Inspectors) in accordance with the terms of the [Schools \(Consultation\) \(Scotland\) Act 2010](#) ("the 2010 Act"). The purpose of the report is to provide an independent and impartial consideration of a proposal by Fife Council to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools. Section 2 of the report sets out brief details of the consultation process. Section 3 of the report sets out HM Inspectors' consideration of the educational aspects of the proposal, including significant views expressed by consultees. Section 4 summarises HM Inspectors' view. Upon receipt of this report, the Act requires the council to consider it alongside any relevant considerations the council received and then prepare its consultation report. The council's consultation report should include this report and must contain an explanation of how, in finalising the proposal, it has reviewed the initial proposal, including a summary of points raised during the consultation process and the council's response to them. The council has to publish its consultation report at least three weeks before it takes its final decision. With all proposals the council needs to follow all statutory obligations set out in the 2010 Act.
- 1.2 HM Inspectors considered:
- the likely effects of the proposal for children of the schools; any other users; children likely to become pupils within two years of the date of publication of the proposal paper; and other children and young people in the council area;
  - any other likely effects of the proposal;
  - how the council intends to minimise or avoid any adverse effects that may arise from the proposal; and
  - the educational benefits the council believes will result from implementation of the proposal, and the council's reasons for coming to these beliefs.
- 1.3 In preparing this report, HM Inspectors undertook the following activities:
- attendance at public meetings held on 3 and 10 February 2025 in connection with the council's proposals;
  - consideration of all relevant documentation provided by the council in relation to the proposal, specifically the educational benefits statement and related consultation documents, written and oral submissions from parents and others; and
  - visits to the site of Kirkcaldy West Primary School, Dunnikier Primary School and Balwearie High School, including discussion with relevant consultees.

## **2. Consultation process**

- 2.1 Fife Council undertook the consultation on its proposal(s) with reference to the [Schools \(Consultation\) \(Scotland\) Act 2010](#).
- 2.2 The statutory public consultation ran from 21 January to 7 March 2025. Copies of the proposal were made available to stakeholders and posted on the council website. The council held drop-in events at both primary schools. The public meetings were held on 3 February 2025 in Kirkcaldy West Primary School and 10 February 2025 in Dunnikier Primary School. Ten stakeholders attended one or both of the meetings. The council also invited stakeholders to provide their views by letter, email or by completing an online response form. Nine responses were received to the online form survey and one written response. The respondents were asked whether they agreed with the proposal, seven stated that they disagree and two stated they did not know. Stakeholders raised a range of queries and concerns. These included the impact on families with one child already at Kirkcaldy West Primary School and a younger sibling who would be zoned to Dunnikier Primary School if the proposal is agreed. A few stated that they disagree as they want their children to continue to go to their nearest school, Kirkcaldy West Primary School. A few parents, whose children attend Dunnikier Primary School through placing requests, were concerned this may mean such placing requests are less likely to be agreed in the future.

## **3. Educational aspects of proposal**

- 3.1 In its proposal, the council states a range of educational benefits they consider this change will provide. They also outline the potential changes in housing and demographics across the area the two schools currently serve. HM Inspectors agree that it is important that school rolls are managed to support schools to have adequate accommodation and space, and that the impacts of future housing developments on schools are planned for appropriately. Kirkcaldy West has capacity for 485 children, with 17 classrooms in total, 11 classrooms are in the permanent buildings and six are in modular units. The 2024-25 school roll is 393 pupils, lower than the projection of 430, with 14 classes. The council projects the roll will increase slightly over coming years, without any additional housing developments. Dunnikier has capacity for 434 children, with the 2024-25 roll being 342. The roll is projected to decline over coming years. Currently both schools are under their maximum capacity. However, this would not be the case at Kirkcaldy West should the modular units be removed, which would lower the maximum capacity to 317 pupils. The council states there are no plans to remove the modular units. There are currently no approved housing developments in the area, though there are three which potentially affect these schools should they be developed in the future.

- 3.2 Staff at Kirkcaldy West Primary School who spoke to HM Inspectors are confident that maintaining a roll similar to the current one does not present any significant challenges. The council state that the proposal will support the accommodation at Kirkcaldy West being adjusted to better meet children's needs. For example, this may provide more space to accommodate dining at lunch time. Currently the school runs three sittings per day. However, staff state that this has beneficial effects around the use of the playground. They also state that as most children in P6/7 already eat in school they do not anticipate greater demands on the dining space from the change to entitlements for free school meals. Staff at Kirkcaldy West Primary School deliver on-site, off-site and outdoor nursery provision. They are confident they can meet existing needs whilst the modular units remain. HM Inspectors agree that the proposal may provide opportunities to be more flexible in the use of the accommodation at Kirkcaldy West. However, this benefit needs to be offset against any potential negative effects for the families currently living in the area affected.
- 3.3 Children and young people, including those from the area under consideration, who met HM Inspectors have mixed views about the proposal. They are confident that children will thrive at either school. Those at Dunnikier Primary School are positive about welcoming more children to their school. However, children at Kirkcaldy West Primary School and young people at Balwearie High School are concerned about the potential for siblings to split up as they will be allocated to different primary schools. This concern is shared by a few of the parents from the area who would be affected by the proposed catchment changes. In its proposal, the council states it cannot guarantee children starting school will receive places in the same school as older siblings, but that a child living in the same household as their sibling will be given a higher priority. HM Inspectors recommend the council considers further the potential impact on families whose children may be zoned to different schools if the proposal is agreed.
- 3.4 Several stakeholders who met HM Inspectors have concerns about where boundaries are being drawn for the proposed new catchment areas. They have suggestions for alternative boundaries that include moving them so that they do not run down the middle of a residential road and also maintain some of the area being considered as within Kirkcaldy West's catchment. Stakeholders who spoke to HM Inspectors agree with the proposal that any new housing that may be developed in the town centre brownfield sites should be zoned to Dunnikier Primary School.
- 3.5 Several stakeholders who spoke to HM Inspectors are concerned that changing the catchments would result in longer distances to travel to school for some children. This may mean more parents may choose to drive children to school rather than walk. These stakeholders felt children may develop less independence, due to the increased distances and number of roads to cross, parents may accompany them or drive them to school. A few stakeholders raised concerns about the potential for this proposal to increase traffic around

Dunnikier Primary School. Traffic at school drop-offs and pick-up times is already a concern at Dunnikier Primary School. Staff, parents and children are being pro-active to reduce risks. For example, staff and parents run a walking bus from the train station car park. HM Inspectors recommend that if the proposal is agreed, the council should work with stakeholders at Dunnikier Primary School to address concerns around safe routes to school and school related traffic.

#### **4. Summary**

HM Inspectors agree that there are educational benefits in both school rolls being managed well to ensure they have sufficient accommodation to support the learning and social experiences of children. HM Inspectors agree that this proposal may provide more flexibility on how accommodation is used at Kirkcaldy West Primary School. The proposal may also help to sustain the roll at Dunnikier Primary School. Stakeholders agree with proposals to allocate part of the area the council has identified to rezone Dunnikier Primary School. This would include any new housing in the town centre brownfield sites that may be developed in the future. However, stakeholders have reasonably asked whether all of the area needs to be rezoned given the existing accommodation and projected roll at Kirkcaldy West. HM Inspectors recommend the council considers further how to minimise changes for families, including those with siblings who would be allocated to different schools, should this proposal be agreed.

**HM Inspectors**  
**March 2025**

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

- 9.1 Fife Council is pleased to note that the independent and impartial report from Education Scotland confirms that the proposal is of educational benefit. Although the majority of respondents were not in favour of the proposal, the school staff at Kirkcaldy West Primary School were confident that maintaining the current role will not present any significant challenges and pupils who met with HM Inspectors were confident that children will thrive at either school. Pupils from Dunnikier Primary School would welcome new pupils but do not want all their spare classes used to teach pupils.
- 9.2 As referred to the paragraph 3.3 of Education Scotland's report, in respect of pupil's due to start Kirkcaldy West Primary School, where implementation of the proposal would mean they are no longer in the Kirkcaldy West Primary School catchment area, the Council can respond as follows:

As outlined in the proposal document in section 9, a situation may arise that a sibling of a child currently attending Kirkcaldy West Primary School no longer has an automatic entitlement to attend the same primary school as their older sibling, if the rezoning proposal is approved. In those circumstances, a placing request would be required for the child to attend Kirkcaldy West Primary School, where their sibling is already in attendance. Where (after catchment pupils have been enrolled) the number of placing requests exceeds the number of available places at the school, the priority criteria within the School Admissions Policy apply. These include that a child living at the same household address as their sibling is given a higher priority (following pupils with ASN) than a pupil where their non-catchment school is closer to the home address and a pupil where the parent or carers' place of employment or domestic arrangements would result in the pupil being in before or after school care closer to the school than to the catchment area school. This would also be the same for any family not in the Dunnikier Primary School catchment area where the older sibling is attending Dunnikier Primary School through a placing request.

Alternatively, if parents/carers want both/all siblings to attend the same school, they could move their older child/ren to the new catchment school, which does not require a placing request (unless the catchment school is oversubscribed). Further information regarding this is provided in section 7.1(b).

- 9.3 As referred to in the paragraph 3.3 of Education Scotland's report, in respect of the potential impact on siblings placed at different schools as a result of the proposed catchment changes, Fife Council is unable to guarantee places for children with siblings already in attendance at Kirkcaldy West or Dunnikier Primary Schools. To provide such guarantees would be contrary to Fife Council's established policy and priority order for the admission to schools. The application of the established policy will ensure fairness for all pupils with a sibling already in attendance at Kirkcaldy West or Dunnikier Primary Schools. Further information regarding this is provided in section 7.1(b).

- 9.4 As referred to in paragraph 3.4 of Education Scotland's report, in respect of the potential impact of where the boundaries are being drawn, the Education Directorate agrees that parents reasonably questioned the proposed boundary in terms of whether all the area needs to be included. The alternative routes identified by parents, would also run down the middle of a road or indeed through a property. To ensure that the catchment areas for the two schools support any new housing developed in the town centre brownfield sites, to meet placemaking principles, creating meaningful, functional and attractive public spaces, the Education Directorate does not consider that the boundary detailed in the Consultation Proposal should be altered. Further information regarding this response is provide in section 7.1(m).

To consider an alternative re-drawing of the catchment, the only decision available to the Education Directorate would be to reject the proposal and develop an alternative option for a catchment change for consideration of whether statutory consultation should proceed on this option. The Education Directorate cannot propose an alternative to change the catchment in a way which has not been subject to statutory consultation.

- 9.5 As referred to in paragraph 3.5 of Education Scotland's report, in respect of the potential impact for travel distances to school for some children, Fife Council currently exceeds the statutory requirement in respect of the provision of free transport for primary aged children and provides all primary pupils living more than one mile from their catchment school with free transport. For those who walk to school, the safety of our pupils en route is important for the Education Directorate, therefore walked route assessments have been carried out for 3 different routes from this proposed rezoned area, to ensure that the routes would be available in accordance with the Walked Routes to School Assessment Policy. All routes were assessed as available walking routes as per the Walked Routes to School Policy. Fife Council recognises the concerns and will ensure that each school takes the steps necessary to amend the School Travel Plan, in conjunction with parent/carers and pupils. Furter information is provided in section 7.1(c)

## **10.0 Inaccuracies, Omissions and Additional Information**

- 10.1 There were no errors or omissions identified following publication of the Consultation Proposal Document.
- 10.2 An equality impact assessment has been completed. The assessment included the consultation process and could not have been made available during the consultation process. It is additional information which is relevant and forms Appendix J to this report.

## **11.0 Review of the Proposal by Fife Council**

- 11.1 Following receipt of the report from Education Scotland, Fife Council has reviewed the proposal, having regard (in particular) to the written and oral representations made and to Education Scotland's report.
- 11.2 Children have been consulted and provided with the right to express their opinions in this matter affecting them and those views have been considered fully in the Fife Council review of the proposal.
- 11.3 Although the majority of respondents to the statutory consultation were not in favour of the proposal, proportionally there was a low response to the consultation. While not seeking to minimise the concerns, to put it in context there are currently 394 pupils enrolled at Kirkcaldy West Primary school and 341 pupils enrolled at Dunnikier Primary School, which means approximately 350 families are affected, together with other statutory consultees. However, as indicated, 9 written representations were received and 16 people attended the public meetings. The Education Scotland report highlighted that stakeholders who spoke to HM Inspectors agree with the proposal that any new housing that may be developed in the town centre brownfield sites should be zoned to Dunnikier Primary School. HM Inspectors agreed that there are educational benefits in both school rolls being managed well to ensure they have sufficient accommodation to support the learning and social experiences of children. HM Inspectors also agreed that the proposal may provide more flexibility on how accommodation is used at Kirkcaldy West Primary School, and that the proposal may also help to sustain the roll at Dunnikier Primary School. HM Inspectors advised that stakeholders also agreed with the proposal to allocate part of the area the council has identified to rezone Dunnikier Primary School. This would include any new housing in the town centre brownfield sites that may be developed in the future
- 11.4 Due regard will be taken of the concerns raised by parents relating to the issue of younger siblings who would no longer in the primary catchment area from 4 July 2025. Although no guarantee can be given to parents, as this is outwith the Schools Admissions Policy, the Education Directorate will endeavour to work with parents to try and secure places, where possible, within available accommodation. The Education Directorate works really hard to get to the point that schools can accommodate siblings and there is no history of siblings being forced to attend different schools following a catchment rezoning proposal.
- 11.5 In view of the above, it is recommended that approval be given to the proposal to rezone the primary catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from 4 July 2025.

## **Appendix A – The Proposal Document**

### **FIFE COUNCIL EDUCATION DIRECTORATE**

#### **THE CONSULTATION PROCESS -**

The following schools are affected by this Proposal Document:

- Dunnikier Primary School
- Kirkcaldy West 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/catchmentreviewKirkcaldy>

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 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 Council - (Bennoch & Hayfield (inactive) and Kirkcaldy West (active))
- 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 education authority that the education authority considers relevant,
- Elected Members for the area (Wards 9, 11 and 12 - Cllr Lesley Backhouse, Cllr Kathleen Leslie, Cllr Julie MacDougall, Cllr Blair Allan, Cllr Alistair Cameron, Cllr Judy Hamilton, Cllr Ian Cameron, Cllr Rod Cavanagh, Cllr Nicola Patrick),
- MSPs for the area (David Torrance, Murdo Fraser, Alex Rowley, Elizabeth Smith, Claire Baker, Mark Ruskell, Alexander Stewart, Roz McCall)
- The Constituency MP (Melanie Ward).

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 schools affected by the proposal (between the hours of 9am and 3pm):



- Dunnikier Primary School, Balsusney Road, Kirkcaldy, KY2 5LH
- Kirkcaldy West Primary School, 42 Milton Road, Kirkcaldy, KY1 1TL
- Or via email to [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk)
- Online at <http://www.fife.gov.uk/catchmentreviewKirkcaldy>

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: [avril.graham@fife.gov.uk](mailto:avril.graham@fife.gov.uk) (Telephone 03451 555555 ext. 444204). Page 25 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 9 January 2025. Views are now sought in formal consultation on the proposals 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/catchmentreviewKirkcaldy](http://www.fife.gov.uk/catchmentreviewKirkcaldy). Copies will be available for inspection at and collection from:

- Main Reception, Fife Council, Fife House, North Street, Glenrothes KY7 5LT
- The following primary schools affected by the proposal (between the hours of 9am and 3pm):
  - Dunnikier Primary School, Balsusney Road, Kirkcaldy, KY2 5LH
  - Kirkcaldy West Primary School, 42 Milton Road, Kirkcaldy, KY1 1TL
- Or via email to [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk)
- Online at <http://www.fife.gov.uk/catchmentreviewKirkcaldy>

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

The proposal will be advertised through Fife Council's social media accounts. An advertisement will also be placed in local newspapers, week commencing Monday 20 January 2025. The affected schools) will also publicise the consultation process in newsletters, by Groupcall and email.

### **4. Length of Consultation period**

The consultation will commence on Tuesday 21 January 2025 and will, thereafter, run until close of business on Friday 7 March 2025. This meets the statutory requirement for a minimum period of 6 weeks, that runs continuously and includes 30 school days.

## 5. Public meetings

Although only one public meeting is required, the Education Service will hold 2 public meetings, on the respective dates listed below:

- Kirkcaldy West Primary School on Monday 3 February 2025 from 6-7 pm
- Dunnikier Primary School on Monday 10 February 2025 from 6-7 pm

At the public meetings, there will be opportunities to:

- hear more about the proposal
- ask questions about the proposal
- have your views recorded so that they can be considered as part of the consultation process
- complete a Consultation Response Form.

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

- Kirkcaldy West Primary School – Monday 3 February 2025 at 8.45-9.30 am and 5-6 pm
- Dunnikier Primary School – Monday 10 February 2025 at 8.45-9.30 am and 5-6 pm
- Kirkcaldy West Primary School – Tuesday 11 February 2025 at 2.45-3.30 pm
- Dunnikier Primary School – Tuesday 18 February 2025 at 2.45-3.30 pm

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

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

## 6. Responding to the Proposal

Interested parties can also respond to this proposal document by making a written representation (by letter, email or completion of a Consultation Response form) on the proposal, before close of business Friday 7 March 2025, to any of the following:

- Kirkcaldy Catchment Rezoning Proposal, Education Directorate, Fife Council, 4<sup>th</sup> Floor (West), Fife House, North Street, Glenrothes KY7 5LT.
- By email to: [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 \(https://forms.office.com/e/huvgUiGjH2\)](https://forms.office.com/e/huvgUiGjH2))
- by emailing a completed Consultation Response Form to: [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk)

## 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 in both Kirkcaldy West and Dunnikier Primary Schools. 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 rezone the catchment areas of Kirkcaldy West and Dunnikier Primary School. 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.

#### 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. The proposal on which Fife Council will be deciding is not a proposal which is subject to call in by the Scottish Government and is not subject to review by the School Closures Review Panel

#### 11. 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 REZONE THE CATCHMENT AREAS OF:  
KIRKCALDY WEST AND DUNNIKIER PRIMARY SCHOOLS**

## **Format of the Proposal Document**

1. Introduction
2. The Proposal
3. Contextual Analysis
4. Kirkcaldy West Primary School - The Case for Rezoning the Catchment Area
5. Receiving School – Dunnikier Primary School
6. Educational Benefits Statement
7. Transport Arrangements
8. Nursery Provision
9. Siblings
10. Secondary School Implications
11. Community Impact of the Proposal
12. Summary of Proposal
13. Proposed Date for Implementation
14. Statutory Consultation Process – Proposed Timeline

## **Appendices**

Appendix 1	Map of existing catchment areas of Dunnikier and Kirkcaldy West Primary Schools
Appendix 2	Map of existing Dunnikier Primary School catchment area
Appendix 3	Map of existing Kirkcaldy West Primary School catchment area
Appendix 4	Map of proposed Dunnikier and Kirkcaldy West Primary School catchment areas
Appendix 5	Map of proposed Dunnikier Primary School catchment area
Appendix 6	Map of proposed Kirkcaldy West Primary School catchment area
Appendix 7	Map of proposed housing within the catchment areas
Appendix 8	Map of one mile walk routes from existing Dunnikier Primary School catchment area
Appendix 9	Map of one mile walk routes from existing Kirkcaldy West Primary School catchment area
Appendix 10	Core Facts
Appendix 11	Proposed Housing Sites across the Primary School Catchment Areas
Appendix 12	Glossary of terms
Appendix 13	Consultation Response Form

## **1. Introduction**

- 1.1 This consultation paper sets out the rationale and implications in respect of the proposal to rezone the primary catchment areas of Dunnikier and Kirkcaldy West Primary Schools.
- 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 There are no proposed changes to the denominational primary school or the denominational secondary school catchment areas relevant to the proposal. The denominational primary and secondary schools are St Marie’s RC Primary School and St Andrew’s RC High School.
- 1.5 There are no proposed changes to the non-denominational secondary school catchment area relevant to the proposal, Balwearie High School.
- 1.6 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.
- 1.7 This paper includes a review of the proposed housing developments and potential brownfield development sites across Kirkcaldy Town Centre, which impact on the capacity available at Kirkcaldy West Primary School.
- 1.8 The catchment areas of the 2 primary schools were established several years ago. There were changes to the Kirkcaldy West Primary School catchment area in 2003/4, when a new school was planned north of Oriel Road, Kirkcaldy, and a proportion of the existing Kirkcaldy West Primary School was rezoned to Strathallan Primary School. This school was operational from August 2006 and pupils moved into the new school building in January 2007.
- 1.9 The catchment area of Dunnikier Primary School was rezoned in 2011/12, as Dunnikier Primary School was expected to exceed its maximum capacity. Part of the catchment area was rezoned to Valley Primary School, to sustain the occupancy there. At the same time, another part of the Dunnikier Primary School catchment area was rezoned to Strathallan Primary School.
- 1.10 Several additional factors have been considered in the development of this proposal. These include projected pupil numbers from effective local plan development sites in Kirkcaldy West and Dunnikier Primary School catchment

areas. Within Kirkcaldy Town Centre there is a desire to redevelop a number of brownfield sites to enable town centre regeneration and to reduce the housing emergency in this part of Fife. The proposal would, if approved, support the Council in meeting this objective.

- 1.11 In addition to supporting the development of a number of brownfield sites, the proposal, if approved, will allow the Education Directorate the opportunity to reconfigure the facilities within Kirkcaldy West Primary School, to enable the Scottish Government aim of delivery of free school meals for all pupils. By reconfiguring classroom areas, for a reduced school roll, space will be created which will enable the school to deliver free school meals, while continuing to deliver the full breadth of the curriculum, which has been a challenge to deliver within this Victorian building.
- 1.12 Also included in the review, was the analysis of the latest placing request statistics and trends, and potential opportunities to realign catchments geographically. 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. However, parents will continue to have the right to exercise parental choice and to make placing requests to alternative schools, subject to the usual and statutory constraints of capacity being available. The allocation of placing requests is in terms of the Education (Scotland) Act 1980 and in line with the existing School Admissions Policy which can be accessed online at: [Schools-Admission-Policy-April-2018.docx](#)

## **2. The Proposal**

- 2.1 The proposal is to:
- Rezone the primary catchment areas of Kirkcaldy West and Dunnikier Primary Schools, from Friday 4 July 2025.
- 2.2 After the consultation, a consultation report will be submitted to a future meeting of the Cabinet Committee. If approved in full, the changes to the catchment areas would be implemented from Friday 4 July 2025 and would apply to all applications for enrolment, including placing requests, made from that date.
- 2.3 Nursery aged pupils beginning Primary 1 in August 2025 will enrol in their existing catchment primary school in January 2025.
- 2.4 For Primary 7 pupils transferring to S1 in August 2025, transfer arrangements commencing in December 2024 will continue in line with the existing catchment secondary school transfer process.



### **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 (The ratings of the respective schools are included in Appendix 10 – Core Facts)
- (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
- Distance to nearest school
- Best Value model for existing Public Private Partnership (PPP) contracts i.e. increasing occupancy.

#### **3.3 New Housing Developments within the Kirkcaldy West and Dunnikier Primary School Catchment Areas**

3.3.1 Fife Council adopted the Fife Local Development Plan (FIFEplan) on 21 September 2017([Adopted FIFEplan - Keystone \(objective.co.uk\)](http://objective.co.uk)), 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 school 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 Appendix 7 – Map of proposed housing within the catchment area, illustrates the new housing sites across the 2 primary school catchment areas.
- 3.3.4 The latest publication of the Housing Land Audit ([Fife Housing Land Audit 2023 \(arcgis.com\)](https://www.fife.gov.uk/media/1000000/fife-housing-land-audit-2023-arcgis.com)), dated 2023, details over 2200 units to be built across the Kirkcaldy area.
- 3.3.5 Within the Balwearie High School and Kirkcaldy West Primary School catchment areas, the Kirkcaldy West Strategic Development Area (SDA) for 1200 units is expected to be delivered in due course. A new primary school is expected to support this development.
- 3.3.6 As well as the planning process and the construction of a new primary school, the Education Directorate will be required to carry out a statutory consultation with stakeholders to establish the new school community.
- 3.3.7 The Plan for Fife ([Plan for Fife 2017 2027 a.pdf](#)) sets out the ambitions of Fife Council in 4 key areas:

1. Opportunities for All
2. Thriving Places
3. Inclusive Growth and Jobs
4. Community Led Services.

Within Thriving Places, the ambition is for everyone to have access to affordable housing options and for Fife's main town centres to stand out as attractive places to live, work and visit.

- 3.3.8 Town Centre regeneration is a key section in the Adopted Fife Plan and describes:

### **Town Centres**

- (a) *Town centres across the country are in a period of transition. They should be the heart of our communities and so the Local Development Plan strategy and policies support Fife's town centres as hubs of activity which adapt to changes in their role so they can remain centres for commercial, community, and cultural activity. Fife Council facilitated summits in each of the key town centres in Fife, working with local businesses and residents to develop a range of actions. Two town centres, Kirkcaldy and Dunfermline, have developed Business Improvement Districts and a similar approach is being considered in St Andrews.*
- (b) *The Plan includes a Town Centres First policy. Town centres will be the location of choice for new shopping, commercial, entertainment and*

*leisure uses likely to attract large numbers of people, and to encourage more homes there to achieve a better mix of uses and activity - and not just during normal business day. The key is for people to be together and close to the range of activities best placed in town centres. That requires Fife's town centres to be attractive as places to live in and visit. The Plan emphasises the importance of the design and layout of new development to achieve this result.*

- (c) *The FIFEplan strategy supports people having homes in and close to town centres as an important ingredient to help transform those centres and make them successful. This supports community planning objectives and is reflected in the community-based Town Centre Action Frameworks.*

- 3.3.9 The number of proposed homes in each school catchment area varies and the expected number of new homes built will change year by year, largely dependent upon the market rate of the sale of new homes. Fife Council must be responsive to these variations, to ensure that the school estate is sufficient in size to manage pupil demand.
- 3.3.10 A number of brownfield development sites have come forward and have been assessed prior to the drafting of this proposal. These sites are currently unable to be advanced due to inadequate education capacity in the Kirkcaldy West Primary School catchment area. To enable Fife Council to meet the objectives as described in 3.3.7 and 3.3.8 above, the rezoning of the catchment areas of Dunnikier and Kirkcaldy West Primary Schools would be required.
- 3.3.11 None of the brownfield sites have formally submitted planning applications since the developers are aware of the lack of education capacity through their extensive pre-application discussions with the planning authority.

#### **4. Kirkcaldy West Primary School - The Case for Rezoning the Catchment Area**

##### **4.1 Kirkcaldy West Primary School - Background Information**

- 4.2 Kirkcaldy West Primary School is one of the largest schools in Kirkcaldy, with the accommodation spreading across a Victorian building and separate modular accommodation in the school grounds. The existing building was built around 1876 with the modular accommodation brought in around 30 years ago.
- 4.3 The school has a current maximum capacity of 17 class spaces with 11 in permanent accommodation and 6 within modular accommodation. There are approximately 4000 residential homes in the Kirkcaldy West Primary School catchment area. The previous school rolls and occupancy rates were as follows:

<b>School Year</b>	<b>School Roll</b>	<b>Maximum Capacity</b>	<b>Occupancy</b>
2024	393	485	81%
2023	419	485	86%
2022	464	485	96%
2021	486	485	100%
2020	494	485	102%
2019	513	485	106%
2018	499	485	103%
2017	506	485	104%
2016	510	485	105%
2015	498	485	103%
2014	474	485	98%
2013	463	485	95%

- 4.4 For academic session 2024/25 the school roll at Kirkcaldy West Primary School is 393 pupils, 81% occupied.
- 4.5 The school roll information in 4.3 shows the school operating above its maximum capacity and for several years, the school had to manage catchment numbers, doing this by utilising the staff room and multi-purpose rooms as classroom spaces. The permanent capacity of the school is 317 pupils, based on the 11 classrooms.
- 4.6 Within Kirkcaldy West Primary School, the layout of the school has made it challenging to deliver 1140 hours of nursery provision within the existing building. The nursery is currently located across a main thoroughfare corridor which affects how pupils move around the school.
- 4.7 If the modular accommodation was removed completely off site, the school would have 11 permanent classrooms and a maximum capacity for 317 pupils. However, the number of catchment pupils exceeds this figure now and, in the future, and there are no current plans to remove the 6 modular classrooms and build permanent accommodation. In any event, no funding is available for removal of the 6 modular classrooms and replacement with newbuild permanent accommodation.
- 4.8 The Scottish Government is proceeding with the programme to deliver free school meals for all primary pupils. At present, only primary 1 to primary 5 pupils are provided with this entitlement, unless parents are in receipt of Universal Credit. Kirkcaldy West Primary School is unable to deliver this provision for all pupils if and when it is expanded and, therefore, the rezoning proposal would enable a reconfiguration of classes to allow dining to be extended in due course. Currently the school must deliver their meals across the lunch period with several separate sittings.
- 4.9 The increase in the population located within the catchment area, because of proposed development, may in turn inhibit a parent's ability to send their child to their catchment school. As outlined in para 1.3, Fife Council manages pupil places through catchment areas. It is the responsibility of Fife Council to ensure those catchment areas meet the current and future demand in the area. Where a catchment area includes more pupils than the capacity of the

catchment school, places become limited for both catchment pupils and those who wish to attend the school by placing request.

4.10 The rationale for the proposal is based on the projected over occupancy of Kirkcaldy West Primary School due to proposed new housing within the catchment area. It is prudent to manage the catchment areas across all our schools based on the inclusion of new housing developments, the proximities to local schools and to consider long term management of the school estate. Failure to manage the school catchment area of Kirkcaldy West Primary School, in relation to new developments, would exacerbate the existing capacity problem at the school.

4.11 Based on the 2023 census figures, the projected school roll for Kirkcaldy West Primary School is shown below. (Please note the number of pupils projected from any brownfield development sites are not included in these numbers. The projected pupils from the Strategic Development site at Kirkcaldy South West are also not included in these school roll projections.)

Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	430	420	416	424	429	427	439	443	446	440
Classes	15	15	15	16	16	16	16	16	16	16

4.12 This proposal would allow the catchment area of Kirkcaldy West Primary School to be rezoned, to ensure that pupils currently living in the catchment area can attend the catchment school that would be assigned to their household address/postcode.

4.13 It is a geographic imperative that the catchment area is realigned to allow those children living in the catchment area the opportunity to attend their catchment school.

4.14 If the catchment area were to remain as it currently stands, the Education Directorate would be unable to accommodate all pupils entitled to a catchment place at Kirkcaldy West Primary School, should all the brownfield development sites be approved. This would result in the oversubscription of pupils for the number of places on offer each year. The management of primary enrolments would be required in accordance with the Schools Admissions Policy for Primary and Secondary Schools in Fife and those pupils unable to be allocated a place at Kirkcaldy West Primary School would be allocated a place at the nearest school to their home address, which may be Dunnikier Primary School. This may result in a number of pupils being transported to school, if they are over the distance threshold and an increase in revenue costs for Fife Council.

4.15 The Education Directorate is required to plan and review its learning estate based on current and future roll projection information, to mitigate any capacity pressures on schools as a result of new housing developments in the catchment areas and/or demographic trends.

4.16 It is not possible to accommodate the projected catchment population on the existing Kirkcaldy West Primary School site should the housing be approved.

School provision within Kirkcaldy West Primary School has already been extended to create additional pupil capacity a number of years ago. All options to create additional capacity on this site have been explored. No additional capacity on this site can be delivered without having a detrimental impact on the space available to deliver high quality learning and teaching, breadth of curriculum and outdoor learning environments, as well as the available external spaces for the pupils to play and socialise on site.

## 5. Receiving School - Dunnikier Primary School

- 5.1 Dunnikier Primary School is the nearest primary school in distance (one mile) to Kirkcaldy West Primary School and is also within the Balwearie High School cluster. There are approximately 2400 residential homes in the Dunnikier Primary School catchment area. The school has 14 class spaces, with a maximum capacity of 434 pupils in permanent accommodation, and a nursery on site. The school roll each year has been as follows:

Academic Year	School Roll	Academic Year	School Roll
2024	342	2018	376
2023	334	2017	366
2022	330	2016	361
2021	358	2015	379
2020	374	2014	377
2019	389	2013	381

- 5.2 The school roll at Dunnikier Primary School was recorded as 342 pupils in the September 2024 census, with an occupancy of 79%. This figure also includes a number of placing requests from other schools in Kirkcaldy.

- 5.3 Based on the 2023 census figures, the school roll of Dunnikier Primary School is expected to decline as follows:

Year	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Roll	344	331	316	300	287	300	308	302	292	297
Classes	13	12	12	12	11	11	11	11	11	11

- 5.4 There is one housing site in the Dunnikier Primary School catchment area, for 6 units. As outlined in section 3, there are a number of brownfield opportunity sites in the Kirkcaldy Town Centre area which could sustain the school roll at Dunnikier Primary School if the rezoning proposal were to be approved. However, due to current education constraints, the town centre regeneration is unable to move forward.

- 5.5 The existing building dates to 1894, with the infant building from 1910 and a new gym hall/nursery extension completed in 2010. The refurbishment in 2010 enabled the school to be accommodated under one roof. The infant building has 3 classrooms and a dining hall, and the main building has 11 classrooms, a multi-purpose room and a large hall for physical education with a link corridor to the nursery.

- 5.6 Dunnikier Primary School has the capacity to accommodate any new pupils from any proposed development sites in the Kirkcaldy Town Centre as well as any pupils from the small part of the Town Centre currently within the Kirkcaldy West Primary School catchment area. Without any additional housing, the school roll of Dunnikier Primary School is expected to be sustained at 11 classes long term.

## **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 any affected school**

- 6.2.1.2 Parents will be able to choose the catchment primary school associated with their postal address. This provides significant reassurance to parents who in turn can offer this to their child, when transitioning from nursery to primary.

- 6.2.1.3 Catchment realignment would remove the uncertainty for parents in the area who would be unlikely to gain a catchment place at Kirkcaldy West Primary School based on distance to school criteria. It would also remove uncertainty in timing of places at school being confirmed to parents in the area.

- 6.2.1.4 The distribution of pupils across the area will reduce the accommodation pressures in Kirkcaldy West Primary School, thus ensuring that the school

accommodation supports teachers to deliver the broad range of experiences and outcomes of Curriculum for Excellence in the most appropriate flexible learning environments that enhance learners' experiences and support high quality teaching. The opportunity to utilise space flexibly in Dunnikier Primary School is already an option and would continue to be the case if the school roll increases.

6.2.1.5 The learning environment in Kirkcaldy West Primary School has only 11 classes in permanent accommodation and extremely limited multi-purpose space of sufficient size throughout the building supporting the diverse range of pupil needs. The proposed rezoning will ensure that the school can deliver multi-purpose activities across the school without increased pressure on teaching areas.

6.2.1.6 The proposal will enable both schools to have access to the diverse range of multi-purpose spaces and will have a positive impact on the teachers' flexibility to deliver the breadth of the curriculum in different learning spaces. It also allows additional teaching and non-teaching staff working in these schools the opportunity to utilise space to meet children's diverse range of needs and foster individual interests, such as musical tuition.

6.2.1.7 This proposal would reduce the constant accommodation pressures within Kirkcaldy West Primary School of managing the potential of an over-subscribed school and would reduce the pressure of managing all the curricular activities within the core classroom space. This will ensure that the accommodation within both school buildings supports the delivery of a comprehensive curriculum.

6.2.1.8 Attending the same school as peers living in close geographical proximity helps provide continuity and security for children, with the fostering of peer relationships both in and out of school.

6.2.1.9 Realigning the catchment areas of Kirkcaldy West and Dunnikier Primary Schools ensures that all catchment pupils can enjoy the benefits of daily exercise walking to school.

## **6.2.2 (ii) Any other users of the schools' facilities**

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

6.2.2.2 Each of the schools will be staffed according to the number of catchment pupils who enrol each year.

6.2.2.3 This rezoning proposal is expected to sustain the roll at Kirkcaldy West Primary School and increase the existing school roll of Dunnikier Primary School. As a result of the proposal, the number of staff required in both schools is expected to remain at the same level, supporting consistency across all aspects of school life.



#### **6.2.2.4 Effect on Facilities as a result of the rezoning proposal**

6.2.2.5 At Kirkcaldy West Primary School almost all spaces are utilised as core classrooms, due to sustained over occupancy. This has inhibited the space being used by any other users previously. However, if the proposal is approved, multi-purpose spaces will return to flexible use and can be utilised for a wide range of activities, both during the school day and beyond. This would support the opportunity for community users to play a more active role in the school life.

6.2.2.6 It is not expected that this proposal will have any significant impact on the facilities at Dunnikier Primary School. The school has a variety of learning spaces to allow all pupils to receive the full breadth of the curriculum and meet learners needs.

#### **6.2.2.7 Benefits for any other users of the schools' facilities**

6.2.2.8 This proposal seeks to sustain 2 school communities long term and reduce the over occupancy issues at Kirkcaldy West Primary School. This proposal will ensure the school estate is managed long term, as the current information will future proof the provision required in these catchment areas. The proposal will meet the guiding principles around occupancy and enable communities to be brought together with housing situated in close proximity.

6.2.2.9 For those pupils attending Kirkcaldy West and Dunnikier Primary Schools, the schools 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 All of the pupils in the Dunnikier Primary School catchment area, currently zoned to Dunnikier Primary School, will continue to be so. Most of the pupils who are currently zoned to Kirkcaldy West Primary Schools will continue to be so. The exceptions are as follows:

- St Brycedale Avenue (South) rezoned from Kirkcaldy West PS to Dunnikier PS
- St Brycedale Road rezoned from Kirkcaldy West PS to Dunnikier PS
- Hunter Street rezoned from Kirkcaldy West PS to Dunnikier PS
- Hunter Place rezoned from Kirkcaldy West PS to Dunnikier PS
- Wemyssfield area rezoned from Kirkcaldy West PS to Dunnikier PS
- Hill Street rezoned from Kirkcaldy West PS to Dunnikier PS
- Park Place rezoned from Kirkcaldy West PS to Dunnikier PS
- Part of the High Street rezoned from Kirkcaldy West PS to Dunnikier PS
- Whytescauseway rezoned from Kirkcaldy West PS to Dunnikier PS
- Bakers Lane rezoned from Kirkcaldy West PS to Dunnikier PS
- part of Whytehouse Avenue (East) rezoned from Kirkcaldy West PS to Dunnikier PS

- part of West Fergus Place (East) rezoned from Kirkcaldy West PS to Dunnikier PS
  - part of South Fergus Place (East) rezoned from Kirkcaldy West PS to Dunnikier PS
  - East Fergus Place rezoned from Kirkcaldy West PS to Dunnikier PS
  - Part of Abbotshall Road rezoned from Kirkcaldy West PS to Dunnikier PS
  - Charlotte Street rezoned from Kirkcaldy West PS to Dunnikier PS
  - part of the Esplanade zoned from Kirkcaldy West PS to Dunnikier PS
- 6.2.3.2 The proposed changes will ensure that the catchment boundaries follow natural boundaries in the road network.
- 6.2.3.3 The rezoning proposals will alleviate uncertainties for any new pupils, future pupils from proposed new housing developments and will provide long term stability.
- 6.2.3.4 The rezoning of Kirkcaldy West and Dunnikier Primary Schools will ensure that housing is associated with primary schools in a geographical location and ensure long term stability for these communities.
- 6.2.3.5 At Kirkcaldy West and Dunnikier Primary Schools 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 administrative 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 rezoning of Kirkcaldy West and Dunnikier Primary Schools would reduce inefficient operating expenditure, thus allowing the redirection of resources to support pupils across Fife. The more efficient use of resources will result in a more balanced 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.
- 6.3 The authority's assessment of any other likely effects of the proposal (if implemented)**
- 6.3.1 A situation may arise that a sibling of a child currently attending Kirkcaldy West Primary School no longer has an automatic entitlement to attend the same primary school as their older sibling, if the rezoning proposal is approved. However, the Education Directorate will continue to adhere to the priority criteria within the Admissions Policy, where a child living at the same household address as their sibling is given a higher priority (following pupils with ASN). No guarantee can be given that placing requests will be granted. However, the Education Directorate will endeavour to work with parents/carers to try and secure places, where possible, within available accommodation.
- 6.3.2 Priority will be given to ensuring continuity and support for children with additional support needs.

- 6.3.3 More information on siblings is contained in section 9.
- 6.3.4 If the proposed changes to the catchment areas are implemented, any pupil who remains at their current enrolled school for the duration of primary school and who is currently in receipt of free 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 This proposal will ensure better alignment of communities and catchment areas to reduce the potential oversubscription of pupils for places within one primary school catchment area as a result of proposed housing development.
- 6.4.2 Kirkcaldy West Primary School will have a better opportunity for staff to deliver curriculum for excellence within a variety of teaching spaces which will enhance the learning experience for all pupils.
- 6.4.3 This proposal will utilise the capacity currently available at Dunnikier Primary School.
- 6.4.4 This proposal will provide a best value approach to the management of the school estate, where capacity exists across the area, to manage the influx of pupils from new housing developments.

**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 This proposal will ensure better alignment of communities and catchment areas to enable housing building to progress and neighbourhoods and communities to be enhanced.
- 6.5.2 This proposal will ensure a best value approach to the management of the school estate, as capacity exists in Dunnikier Primary School to manage potential increased pupil rolls as a result of new housing developments.
- 6.5.3 This proposal will utilise capacity available within Dunnikier Primary School, ensuring the occupancy of the school remains above 60%.
- 6.5.4 For a number of pupils, this proposal will ensure that they can walk to their catchment school, building relationships, resilience and independence for our young people.

**7. Transport Arrangements**

- 7.1 A pupil is legally entitled to free transport to school if:
- they are under 8 and live more than 2 miles from their catchment school or

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

- 7.2 However, in terms of the current 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. Any distance entitled pupils will be 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 free. 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 be responsible for getting their child to and from school.
- 7.4 A walking route assessment will be carried out to assess any available walking routes for the proposed changes to the catchment areas. As the catchment areas are accessing town centre, it is expected that the distances will be less than one mile to the proposed new catchment area. Should the proposal be implemented, free school transport will be provided for any pupil who is distance entitled in accordance with the policy in place at that time.

## **8. Nursery Provision**

- 8.1 There is no impact on the nursery provision or operating models on offer as a result of this proposal to rezone the primary school catchment areas.
- 8.2 Nursery provision is managed using local nursery areas, with a family nurture centre in each of the 7 committee areas across Fife. These local nursery areas are not necessarily the same as primary school catchment areas. The nurseries (operated by Fife Council) in the areas impacted by this proposal are:

**Kirkcaldy West Primary School pupils** – K1 nursery area – the nurseries associated with this primary school catchment area are: Kinghorn, Burntisland, Kirkcaldy West and Dunnikier

**Dunnikier Primary School pupils** – K1 nursery area – the nurseries associated with this primary school catchment area are: Kinghorn, Burntisland, Kirkcaldy West and Dunnikier.

- 8.3 As per the nursery admissions policy, parents have an opportunity to request up to 5 choices within their application. Parents/carers are expected to apply in January for a nursery place based on the operating models in each nursery setting.
- 8.4 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.

- 8.5 There is sufficient capacity across the wider local nursery area to accommodate all the nursery aged pupils from the catchment areas of Kirkcaldy West and Dunnikier Primary Schools.

## **9. Siblings**

- 9.1 A situation may arise that a sibling of a child currently attending Kirkcaldy West Primary School no longer has an automatic entitlement to attend the same primary school as their older sibling, if the rezoning proposal is approved. In those circumstances, a placing request would be required for the child to attend Kirkcaldy West Primary School where their sibling is already in attendance.
- 9.2 Where the number of placing requests exceeds the number of available places at the school, the priority criteria within the Admissions Policy will be applied. The priority criteria provides 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.
- 9.3 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](#).
- 9.4 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 new 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.
- 10.2 There are no proposed changes to the secondary catchment area relevant to the proposal.
- 10.3 Kirkcaldy West and Dunnikier Primary Schools are associated primary schools for Balwearie High School.

- 10.4 The denominational schools associated with these primary schools are St Marie's Roman Catholic Primary School in Kirkcaldy and St Andrew's Roman Catholic High School in Kirkcaldy. As indicated in para 1.4, there are no proposed changes to the denominational primary and secondary catchment areas associated within the proposal.
- 10.5 It is not expected that pupils from these brownfield sites would have a significant impact on the capacity at Balwearie High School,

## **11. Community Impact of the Proposal**

- 11.1 In preparing this proposal, the Council has considered a number of ways the community may be impacted by the proposed rezoning of the primary school catchment areas. Both schools will remain part of the same secondary school community, as there are no changes planned to the secondary school catchment areas. This proposal will not impact on a parent's desire to be involved in their children's education as both schools have an active parent council for those parents who wish to be engaged in these forums. Each of the schools will offer, at different points of the year, active school clubs or after school activities for parents to participate within. Each of the schools has a nursery on site, ensuring that parents with older siblings can apply for their younger sibling to attend the nursery setting.
- 11.2 No pupils currently attending Kirkcaldy West Primary School will require to transfer to Dunnikier Primary School, upon implementing the catchment changes. No pupils currently attending Dunnikier Primary School will require to transfer to Kirkcaldy West Primary School, upon implementing the catchment changes.
- 11.3 Neither school currently operates an onsite childcare provision, this can be provided at Kirkcaldy North and Strathallan Primary Schools which are also in the heart of the Kirkcaldy Town Centre area.
- 11.4 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, housing developments or the wider Kirkcaldy town centre area.

## **12. Summary of Proposal**

- 12.1 The proposal is to rezone the Kirkcaldy West and Dunnikier Primary School catchment areas from Friday 4 July 2025.
- 12.2 The proposal will reduce the current overall number of residential properties within the Kirkcaldy West Primary School catchment area and increase the number of residential properties within the Dunnikier Primary School catchment area.

- 12.3 Any proposed new development of brownfield sites will ensure both schools have sufficient housing to sustain the school rolls at an optimum level.

### 13. Proposed Date for Implementation

- 13.1 If approved by the Cabinet Committee of Fife Council, it is intended that the rezoning of the catchment areas of Kirkcaldy West and Dunnikier Primary Schools would be implemented from Friday 4 July 2025 and would apply to all applications for enrolment, including placing requests, from that date.
- 13.2 Nursery aged pupils beginning Primary 1 in August 2025 will enrol in their existing catchment primary school in January 2025.
- 13.3 For Primary 7 pupils transferring to S1 in August 2025, transfer arrangements commencing in December 2024 will continue in line with the existing catchment secondary school transfer process.

### 14. Statutory Consultation Process – Proposed Timeline

Thursday 9 January 2025	Consultation proposal considered by Cabinet Committee
Monday 20 January 2025	Parents and other statutory consultees to receive letters informing them of the dates for the statutory consultation.
Tuesday 21 January 2025	Consultation live Tuesday 21 January to Friday 7 March
Tuesday 21 January – Friday 7 March 2025	Consultation period (31 school days)
Meetings	<b>Public meetings</b> <ul style="list-style-type: none"> <li>• Kirkcaldy West PS – Monday 3 February 2025 from 6-7 pm</li> <li>• Dunnikier PS – Monday 10 February 2025 from 6-7 pm</li> </ul> <b>Drop-in sessions</b> <ul style="list-style-type: none"> <li>• Kirkcaldy West PS – Monday 3 February 2025 at 8.45-9.30 and 5-6 pm before the public meeting</li> <li>• Dunnikier PS – Monday 10 February 2025 at 8.45-9.30 am and 5-6 pm before the public meeting</li> <li>• Kirkcaldy West PS – Tuesday 11 February 2025 at 2.45-3.30 pm</li> <li>• Dunnikier PS – Tuesday 18 February 2025 at 2.45-3.30 pm</li> </ul>
Friday 7 March 2025	Consultation close
Friday 14 March 2025	Fife Council to submit information to Education Scotland
Monday 17 March – Friday 4 April 2025	Education Scotland (3 weeks to visit the schools, review the proposal document and responses and write their report)
7 April – 18 April 2025	Easter holidays
Monday 7 April 2025	Report received back from Education Scotland
Friday 11 April 2025	Sign off report from Education Scotland
6 May 2025	Publish Consultation Report, in conjunction with Education Scotland (3 clear weeks before committee is due to take decision)
29 May 2025	Cabinet Committee to discuss Consultation Report and make decision.

The information included in this document can be made available in large print, braille, audio CD/tape and British Sign Language interpretation on request by calling 03451 55 55 00

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

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/ট্যেপ ও ব্রিটিশ সাইন ল্যাংগুয়েজ ইত্যাদি মাধ্যমে পাওয়া যাবে।

কলের জন্য ইউকে ল্যান্ডলাইন থেকে খরচ হবে প্রতি মিনিটে ৩পি থেকে ৭পি, মোবাইলের খরচ ভিন্ন হতে পারে।

عند الطلب، يمكن توفير المعلومات الواردة في هذا المستند في صورة مستندات مطبوعة بأحرف كبيرة ومستندات بطريقة برايل وعلى أنشودة/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 alfabecie Braille'a, w wersji dźwiękowej na płycie CD/taśmie lub w tłumaczeniu na brytyjski język migowy – prosimy o kontakt pod numerem 03451 55 55 44.

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

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

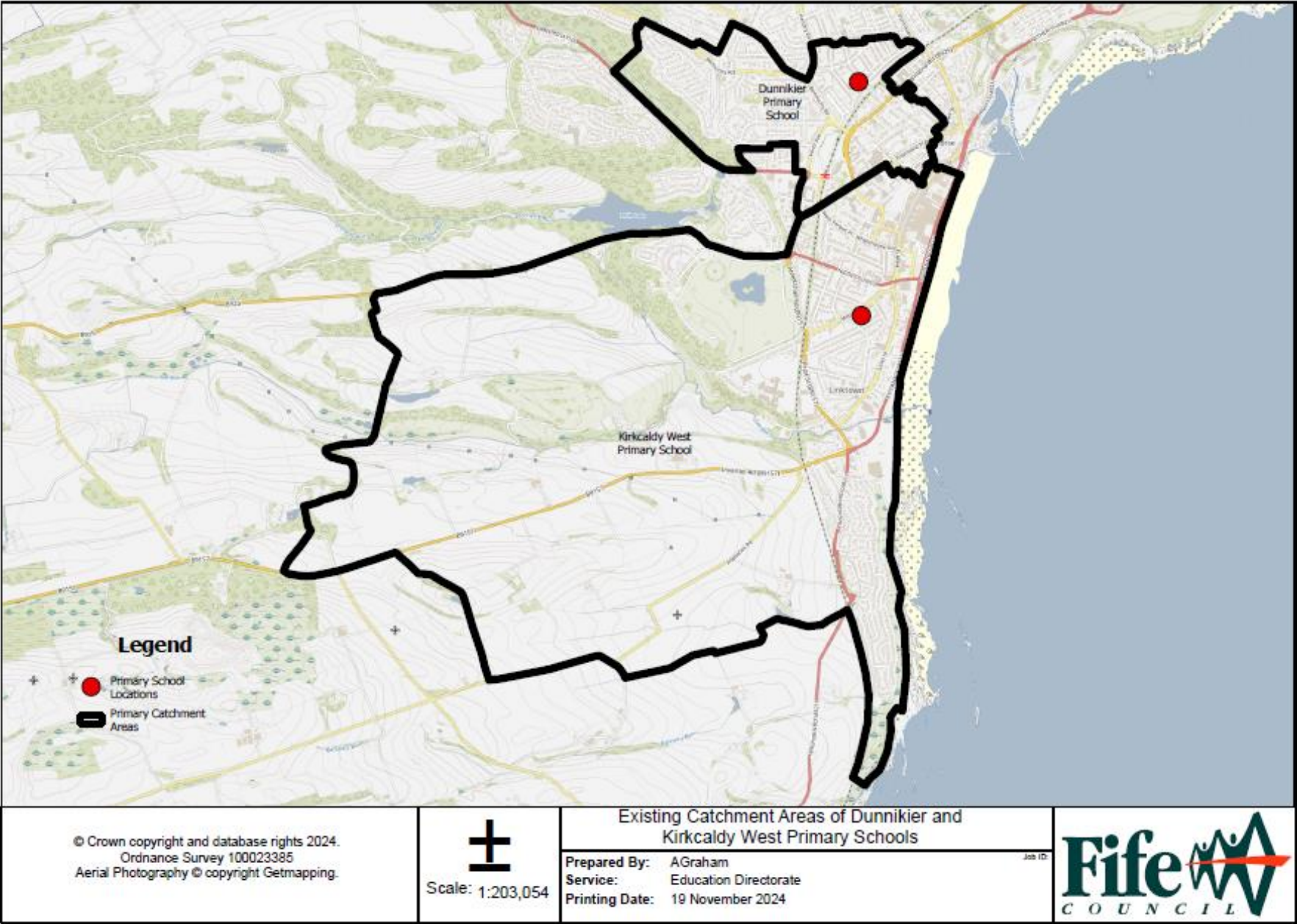
ਯੂ.ਕੇ. ਲੈਂਡਲਾਈਨ ਰਾਹੀਂ ਕਾਲ ਕਰਨ ਦਾ ਖਰਚਾ 3 ਤੋਂ 7 ਪੈਨੀਆਂ ਪ੍ਰਤੀ ਮਿੰਟ ਹੋਵੇਗਾ, ਮੋਬਾਈਲਾਂ ਦੇ ਰੇਟ ਵੱਖਰੇ ਵੱਖਰੇ ਹੋ ਸਕਦੇ ਹਨ।

03451 55 55 66 پر درخواست کرنے سے اس تحریر میں دی گئی معلومات بڑے پرنٹ 'بریل' آڈیو سی ڈی/ٹیب پر اور ترجمانی والی برحقاوی اشاراتی زبان (برقش سائن لینگویج) میں مہیا کی جاسکتی ہیں۔

کسی برحقاوی لینڈ لائن سے فون کے نرخ 3 تا 7 پنس فی منٹ ہیں' موبائل کے نرخ مختلف ہوسکتے ہیں۔

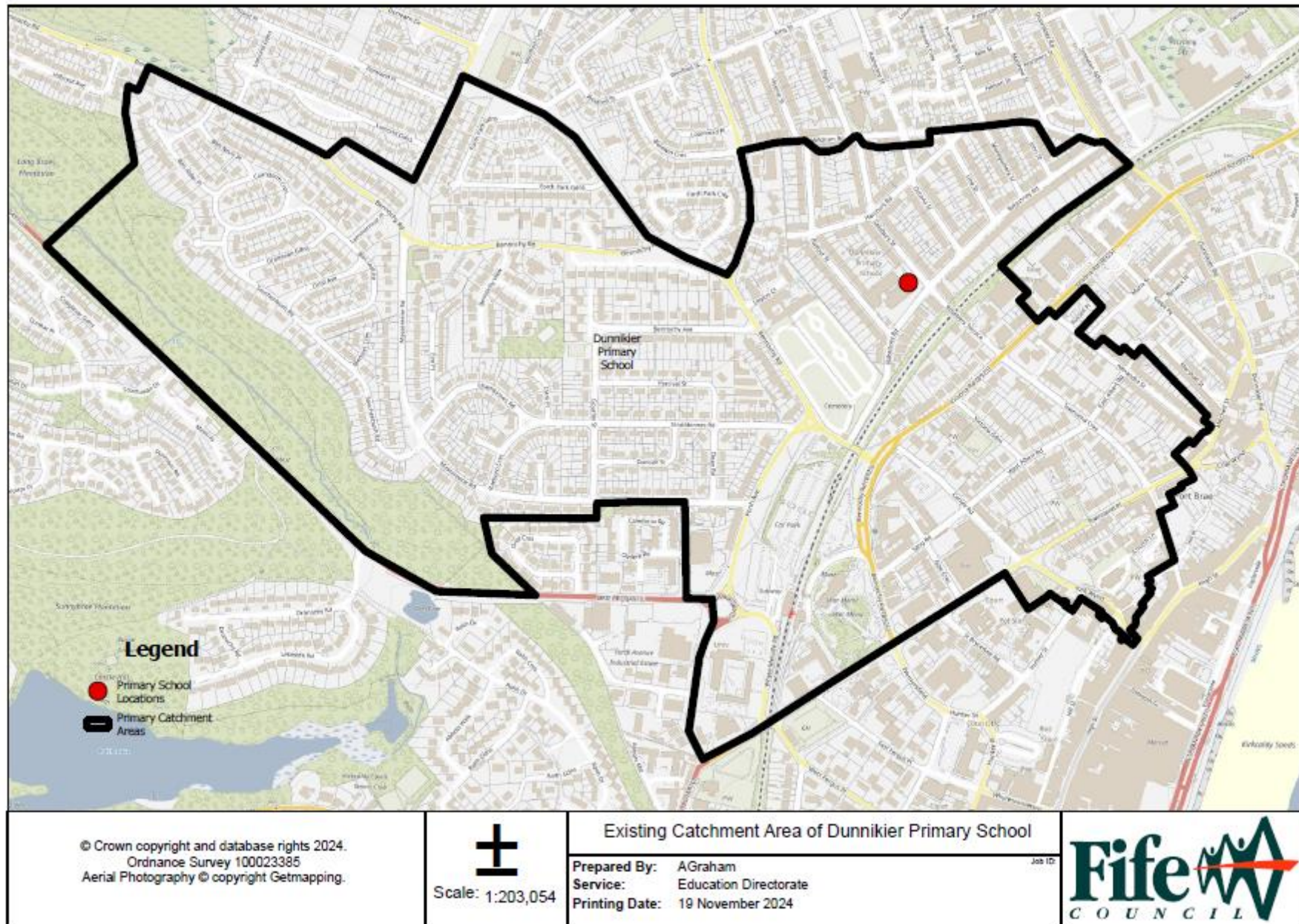


Appendix 1 - Map of existing catchment areas of Dunnikier and Kirkcaldy West Primary Schools



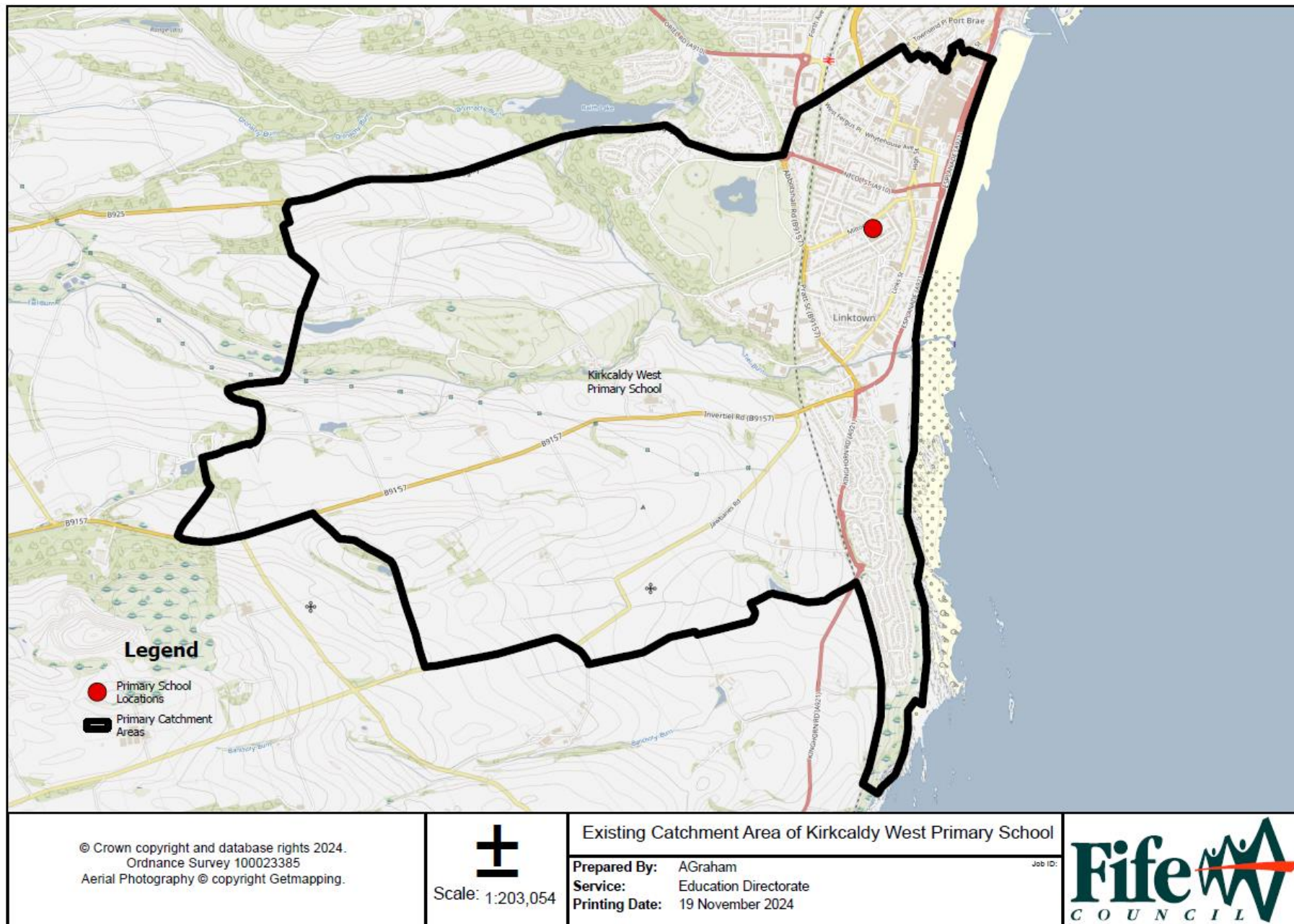


## Appendix 2 - Map of existing Dunnikier Primary School Catchment Area

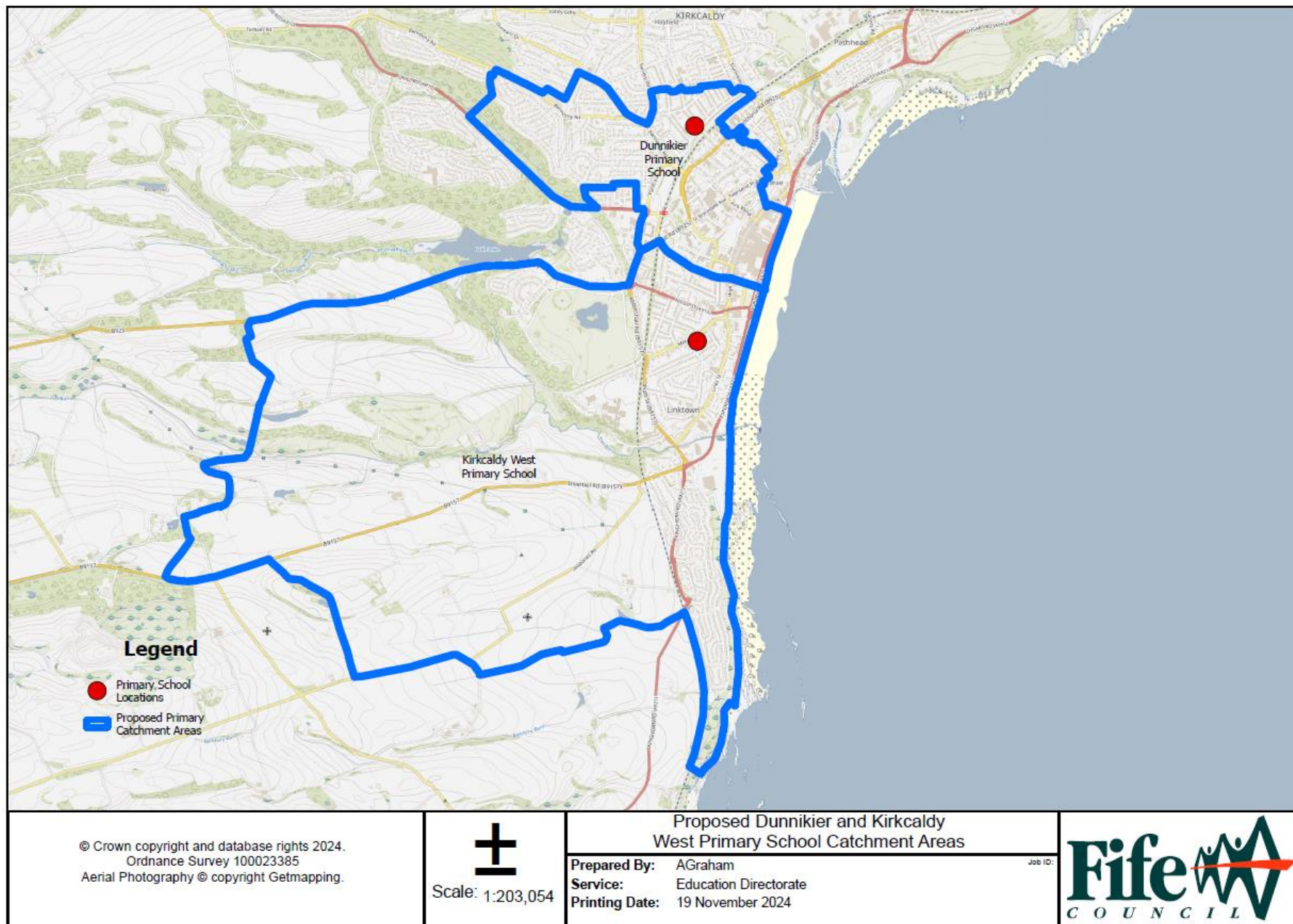




## Appendix 3 - Map of existing Kirkcaldy West Primary School Catchment Area

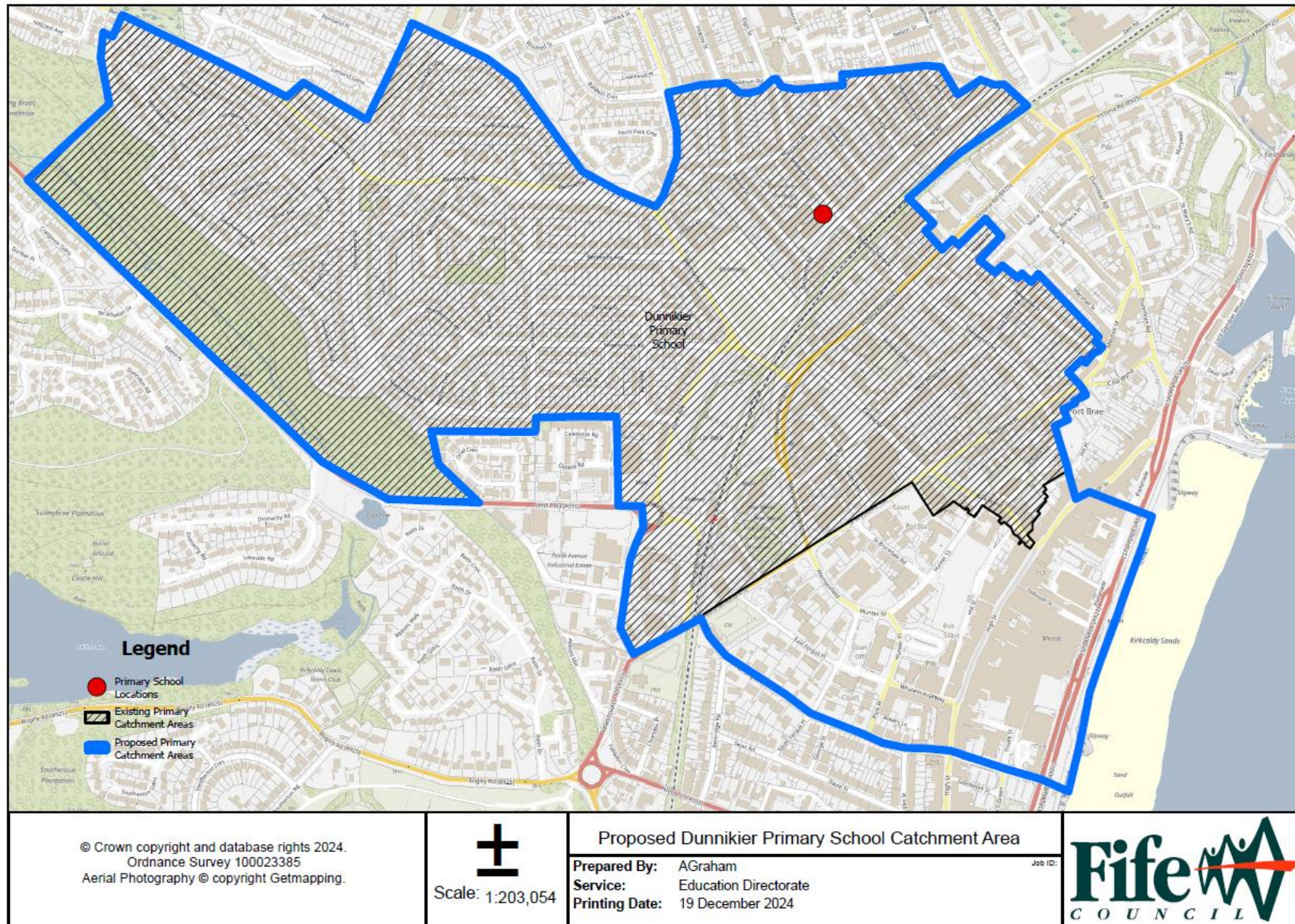


## Appendix 4 - Map of proposed Dunnikier and Kirkcaldy West Primary School Catchment Areas



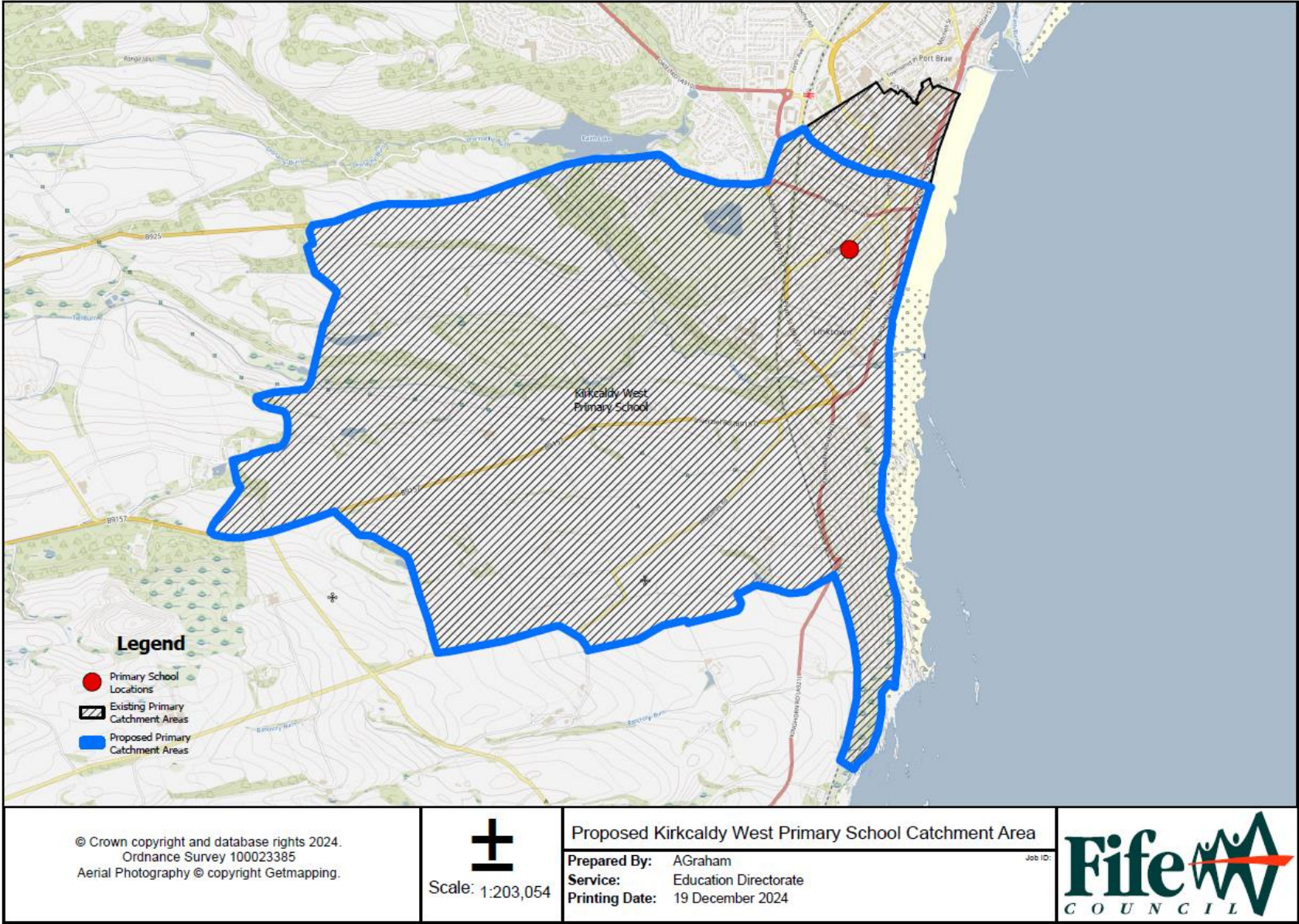


## Appendix 5 – Map of proposed Dunnikier Primary School Catchment Area



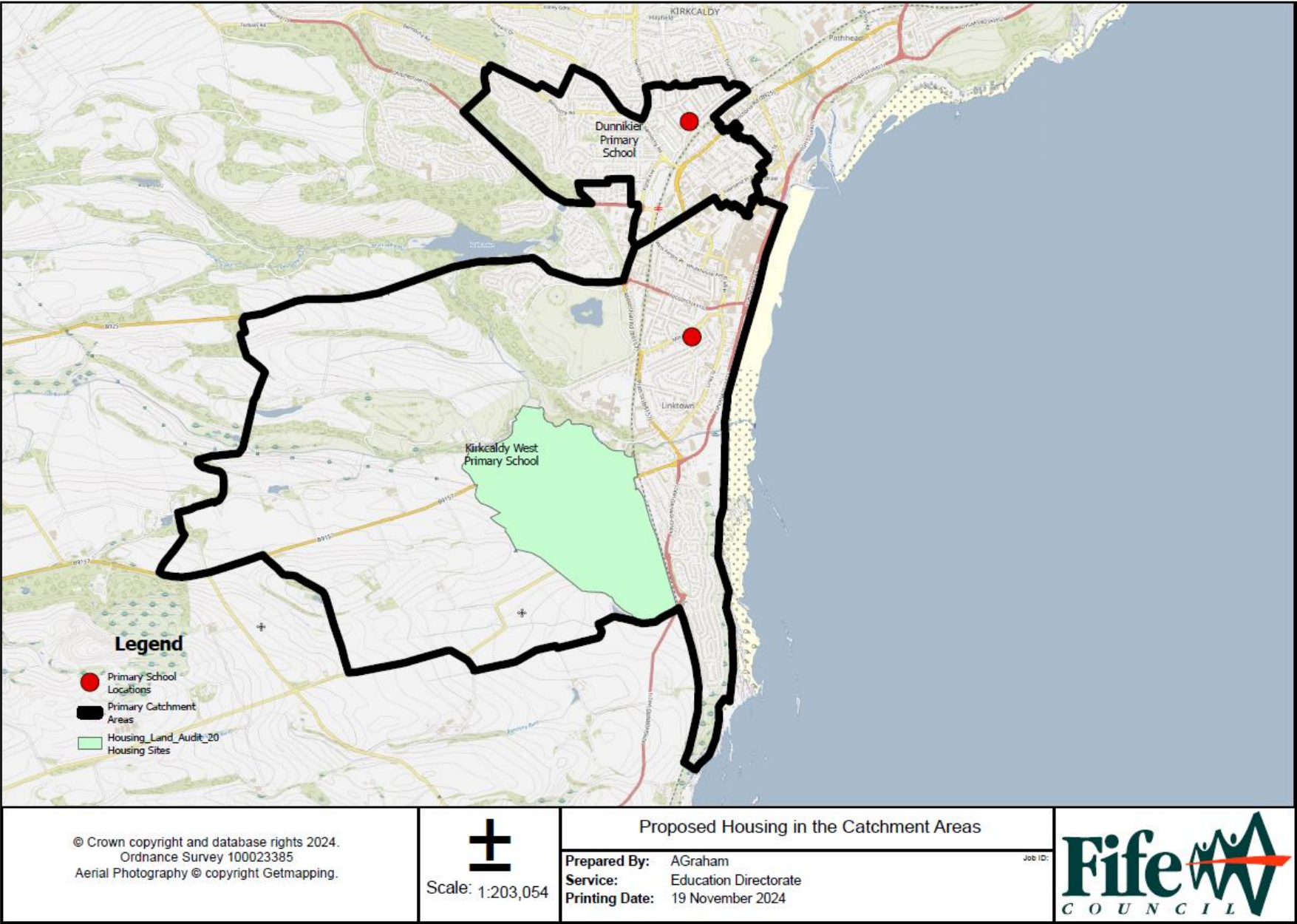


Appendix 6 – Map of proposed Kirkcaldy West Primary School Catchment Area





Appendix 7 – Map of proposed housing in the school catchment areas

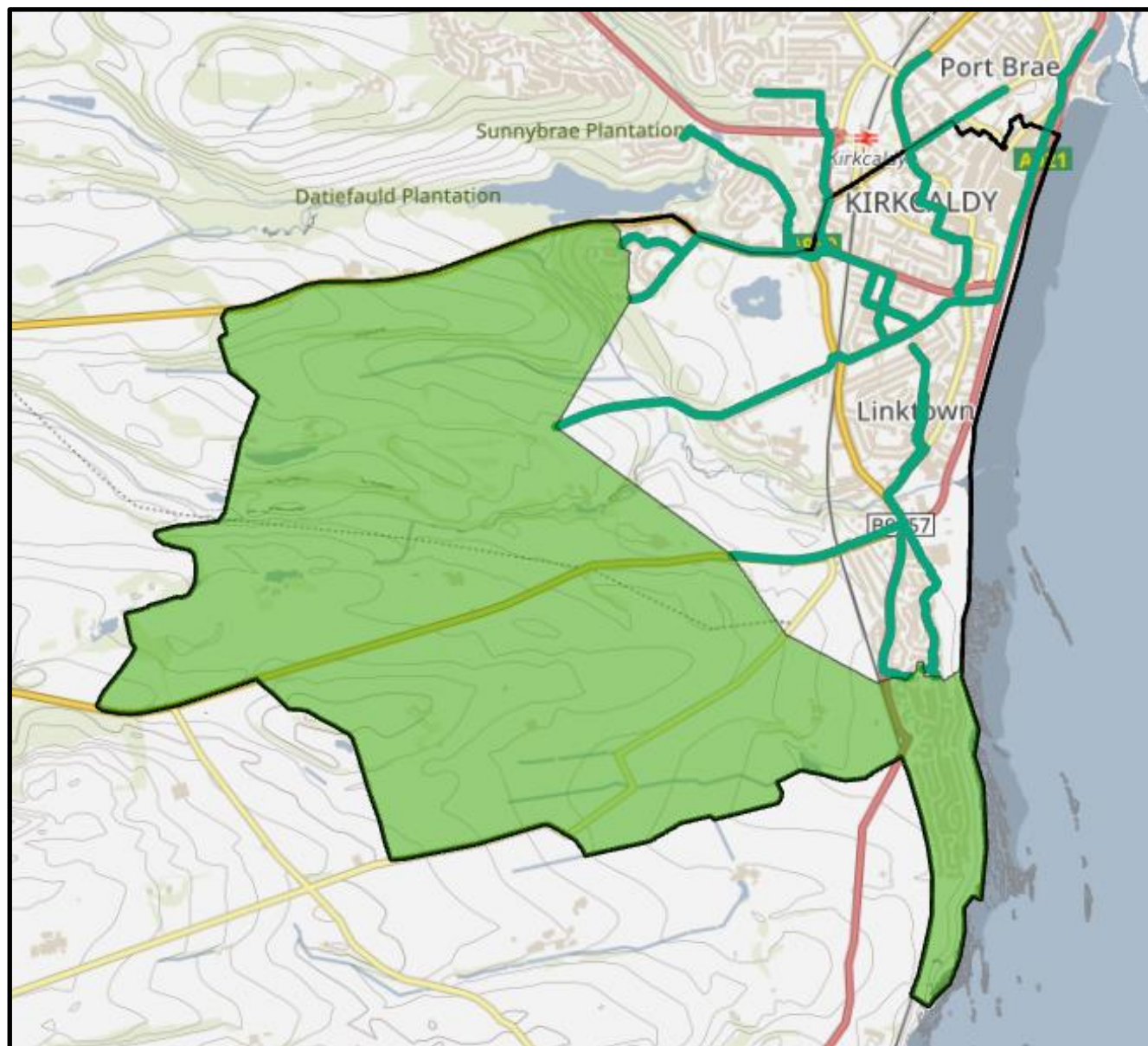


**Appendix 8 – Map of one mile walk routes from existing Dunnikier Primary School catchment area**





**Appendix 9 – Map of one mile walk routes from existing Kirkcaldy West Primary School catchment area**  
**Green highlighted area is distance entitled**



## Appendix 10 – Core Facts

School Name	Kirkcaldy West	Dunnikier
Condition	B	B
Suitability	C	B
Accessibility	A	A
Capacity May 2024	485 (317 places in permanent accommodation)	434 (permanent accommodation)
School Roll Sept 2024	393	342
Distance from each other	1 mile	1 mile
Nursery on site	Yes, and other provision at Beveridge Park	Yes
Rural school	No	No
Out of School club	No – nearest is Kirkcaldy North PS	No – nearest is Kirkcaldy North PS

## Appendix 11 – Proposed Housing Sites Across the Primary School Catchment Areas

Site Name	HLA 2023 Status	Catchment Area	Local Development Plan (FIFEplan Site Capacity	HLA 2023 Site Capacity	Qty within planning application	Planning application	Planning Consent	Year Start	Year Finish
257/261 High Street	Deliverable	Kirkcaldy West PS	KIR161	-	n/a	No	Yes	2023	2024
Kirkcaldy West SDA	Deliverable	Kirkcaldy West PS	KIR176	1200	n/a	No	No	2029	Post 2033
23 Kirk Wynd	Deliverable	Dunnikier PS	KIR252	6	6	19/01010/FULL	July 2019	2023	

## Appendix 12 - 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-estates-core-facts-overview)

### 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 include new plans with planning consent. The Council are currently inviting communities to create Local Place Plans, which will help shape the next Local Development Plan. More information is available at [Invitation to create Local Place Plans](#) page.

### **Housing Land Audit**

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

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

### **Public Private Partnership (PPP)**

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

### **Life Cycle Costs**

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

### **Efficiency Range 80-100%**

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

### **Cost per Pupil Calculation**

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

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

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

### **Proposal Paper**

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

#### **4 Proposal paper**

(1) The education authority must prepare a proposal paper which—

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

- (2) The proposal paper must also give a summary of the process provided for in [ sections 1 to 17D] (so far as applicable in relation to the proposal).
  - (2A) Where a proposal paper relates to a closure proposal, it must also contain information about the financial implications of the proposal.
- (3) A proposal paper may include more than one proposal.
- (4) The education authority must—
  - (a) publish the proposal paper in both electronic and printed form,
  - (b) make the paper, and (so far as practicable) a copy of any separate documentation that it refers to under subsection (1)(d), available for inspection at all reasonable times and without charge—
    - (i) at its head office and on its website,
    - (ii) at any affected school or at a public library or some other suitable place within the vicinity of the school,
  - (c) provide without charge the information contained in the proposal paper—
    - (i) to such persons as may reasonably require that information in another form, and
    - (ii) in such other form as may reasonably be requested by such persons.
- (5) The education authority must advertise the publication of the proposal paper by such means as it considers appropriate.

### **Educational Benefits Statement**

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

### **3 Educational benefits statement**

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

### **Rural School**

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

### **14 Designation of rural schools**

- (1) In this Act, a "rural school" is a school which is designated as such by its inclusion in the list of rural schools maintained by the Scottish Ministers for the purposes of this subsection.

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

### **Special Provision for Rural Schools**

#### **11A Presumption against rural school closure**

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

#### **12 Factors for rural closure proposals**

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

- (a) the effect caused by such travelling arrangements includes (in particular)—
  - (i) that on the school's pupils and staff and any other users of the school's facilities,
  - (ii) any environmental impact,
- (b) the travelling arrangements are those to and from the school of (and for) the school's pupils and staff and any other users of the school's facilities.

## **12A Preliminary requirements in relation to rural school closure**

- (1) This section applies where an education authority is formulating a closure proposal as respects a rural school.
- (2) The authority must—
  - (a) identify its reasons for formulating the proposal,
  - (b) consider whether there are any reasonable alternatives to the proposal as a response to those reasons,
  - (c) assess, for the proposal and each of the alternatives to the proposal identified under paragraph (b) (if any)—
    - (i) the likely educational benefits in consequence of the implementation of the proposal, or as the case may be, alternative,
    - (ii) the likely effect on the local community (assessed in accordance with section 12(4)) in consequence of such implementation,
    - (iii) the likely effect that would be caused by any different travelling arrangements that may be required (assessed in accordance with section 12(5)) in consequence of such implementation.
- (3) For the purposes of this section and section 13, reasonable alternatives to the proposal include (but are not limited to) steps which would not result in the school or a stage of education in the school (within the meaning of paragraph 12 of schedule 1) being discontinued.
- (4) The authority may not publish a proposal paper in relation to the proposal unless, having complied with subsection (2), it considers that implementation of the closure proposal would be the most appropriate response to the reasons for the proposal.
- (5) In this section and section 13, the references to the reasons for the proposal are references to the reasons identified by the education authority under subsection (2)(a).

## **13 Additional consultation requirements**

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



proposal paper.

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

## Appendix 13 – Consultation Response Form

### FIFE COUNCIL – EDUCATION DIRECTORATE - CONSULTATION RESPONSE FORM

<https://forms.office.com/e/huvvgUiGjH2>

Proposal to rezone the primary catchment areas of Kirkcaldy West and Dunnikier Primary Schools from Friday 4 July 2025.

#### 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)

<b>I am a:</b>	Tick <input type="checkbox"/>
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)

<b>I live in the:</b>	Tick <input type="checkbox"/>
Dunnikier Primary School catchment area	
Kirkcaldy West Primary School catchment area	
None of the above	

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

	Tick <input type="checkbox"/>
Dunnikier Primary School	
Kirkcaldy West Primary School	
Another primary school in the Kirkcaldy area	
Any nursery in the Kirkcaldy local area	
Balwearie High School	
None of the above	

#### Section 3 - Your Views

Question 3.1 Do you support the proposal to rezone the primary catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from Friday 4 July 2025?  
(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?


#### 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	
-----	--	--	----	--

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:

- <http://www.fife.gov.uk/catchmentreviewKirkcaldy> or,
- return this form by post to: Kirkcaldy Catchment Rezoning Proposal, Education Directorate, 4<sup>th</sup> floor (West), Fife House, North Street, Glenrothes, KY7 5LT

by close of business on Friday 7 March 2025.

## Appendix B – Statutory Consultation Notice



For the attention of:

- 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 pupils at any affected school (in so far as the education authority considers them to be of a suitable age and maturity)
- The staff (teaching and other) at any affected school
- Trade union representatives of the above staff
- The Community Councils for the affected area
- The Community Planning Partnerships for the relevant area of the local authority
- Any other community planning partnership that the education authority considers relevant
- Any other education authority that the education authority considers relevant
- Elected Members for the area (Wards 9 and 11)
- MSPs for the area
- The Constituency MP

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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: SMcL/KL/KWD

Date: 20th January 2025

Dear Sir/Madam,

### **Statutory Consultation Notice - Proposal to Rezone the Catchment Areas of Kirkcaldy West and Dunnikier Primary Schools Schools (Consultation) (Scotland) Act 2010**

On 9th January 2025, the Cabinet Committee of Fife Council authorised the Education Directorate to undertake a statutory consultation in terms of the Schools (Consultation) (Scotland) Act 2010 on the proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools.

The proposed changes are illustrated on the attached maps. The first set of maps

shows the existing Dunnikier Primary School catchment area and the proposed catchment area (Appendix 2 and Appendix 5 of the proposal document). The second set of maps shows the existing Kirkcaldy West Primary School catchment area and the proposed catchment area (Appendix 3 and Appendix 6 of the proposal document).

If the proposal is approved, the revised primary school catchment areas of Kirkcaldy West and Dunnikier Primary Schools would take effect from 4th July 2025 and would apply to all subsequent enrolments including placing requests. Nursery aged pupils transferring to Primary 1 in August 2025 will enrol in their existing catchment primary schools in January 2025.

A full copy of the proposal document and the Consultation Response Form referred to below can be accessed online at <http://www.fife.gov.uk/catchmentreviewKirkcaldy>.

[A copy of the proposal document is available for inspection at, and printed copies are available from:](#)

Fife Council, Main Reception - Fife House, North Street, Glenrothes

- The schools affected by the proposal:
  - Dunnikier Primary School, Balsusney Road, Kirkcaldy, KY2 5LH and
  - Kirkcaldy West Primary School, 42 Milton Road, Kirkcaldy, KY1 1TL
- Or via email to [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk).
- Online at <http://www.fife.gov.uk/catchmentreviewKirkcaldy>

The proposal can also be made available in other languages and formats, free of charge on

request, by contacting the Education Directorate on 03451 555555 ext. 444204, or by email to [sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk).

The statutory consultation period will commence on Tuesday 21st January 2025 and will, thereafter, run until close of business on Friday 7th March 2025.

**Public meetings** have been arranged at:

- Kirkcaldy West Primary School on Monday 3rd February 2025 from 6-7 pm
- Dunnikier Primary School on Monday 10th February 2025 from 6-7 pm

At these meetings, council officers will give a presentation on the proposal, answer questions on it and record the oral representations of anyone who attends.

A number of **informal drop-in sessions** have also been arranged at:

- Kirkcaldy West Primary School on Monday 3rd February from 8.45-9.30 am
- Kirkcaldy West Primary School on Monday 3rd February from 5-6 pm
- Dunnikier Primary School on Monday 10th February 2025 from 8.45-9.30 am
- Dunnikier Primary School on Monday 10th February 2025 from 5-6 pm
- Kirkcaldy West Primary School on Tuesday 11th February 2025 from 2.45-3.30 pm
- Dunnikier Primary School on Tuesday 18th February 2025 from 2.45-3.30 pm

At these sessions, council officers will be available to give further information on the proposal, and answer questions on it.

You are invited to have your say on this proposal. You can attend the public meeting, and/or you can make written representations by letter, email, or completion of a Consultation Response Form to any of the following:

- to Kirkcaldy Catchment Rezoning Proposal, Education Directorate, Fife Council, 4th Floor (West), Fife House, North Street, Glenrothes KY7 5LT
- by completing the Consultation Response Form online at (<https://www.fife.gov.uk/kb/docs/articles/education2/managing-our-school-estate>)  
<https://forms.office.com/e/huvGUiGjH2>
- by emailing a completed Consultation Response to:  
[sustainableschoolestate.enquiries@fife.gov.uk](mailto:sustainableschoolestate.enquiries@fife.gov.uk).

Printed copies of the Consultation Response Form will also be available from the office and schools listed above and at the public meetings and informal drop-in sessions.

**In order to be taken into account all views on the proposal, in writing, by e-mail or by completion of the Consultation Response Form, must arrive by close of business on Friday 7th March 2025.**

Following the conclusion of the consultation period the Council will review the proposal and prepare a Consultation Report for consideration by a future Cabinet Committee of Fife Council. Further detail on this process is contained in the proposal paper.

We look forward to seeing you at these events.

Yours sincerely,

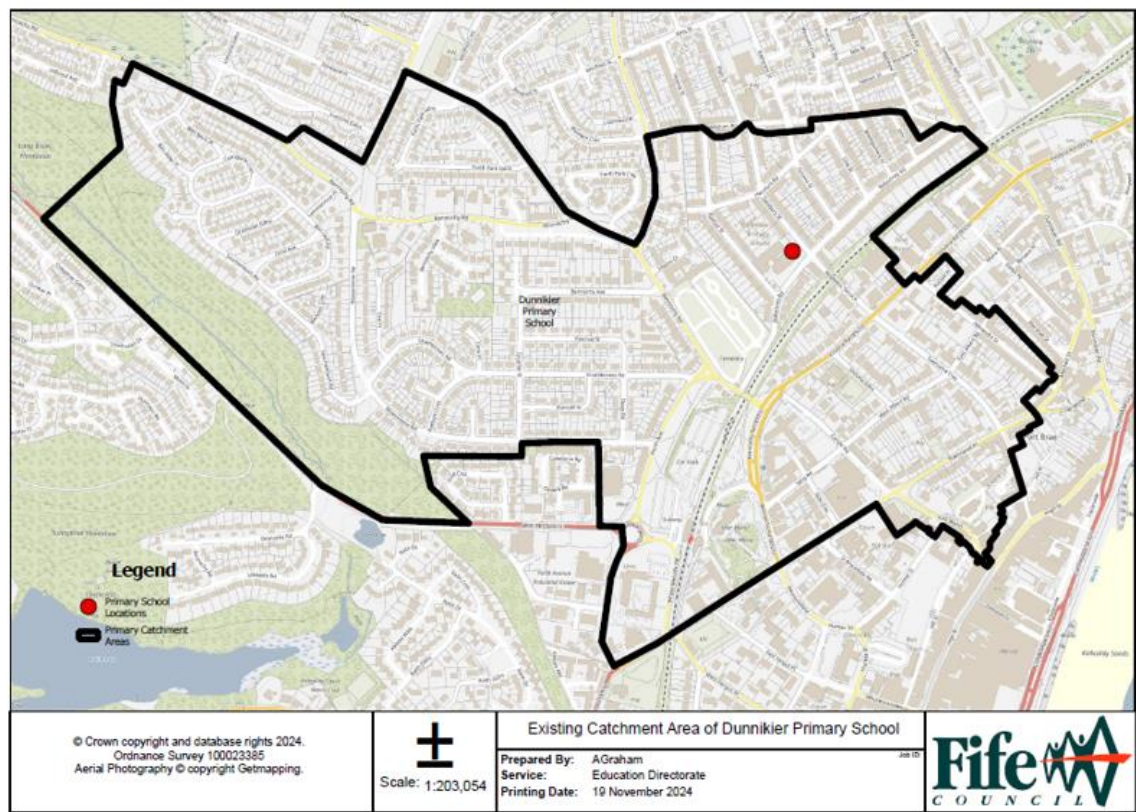
Shelagh McLean

Head of Service, Education

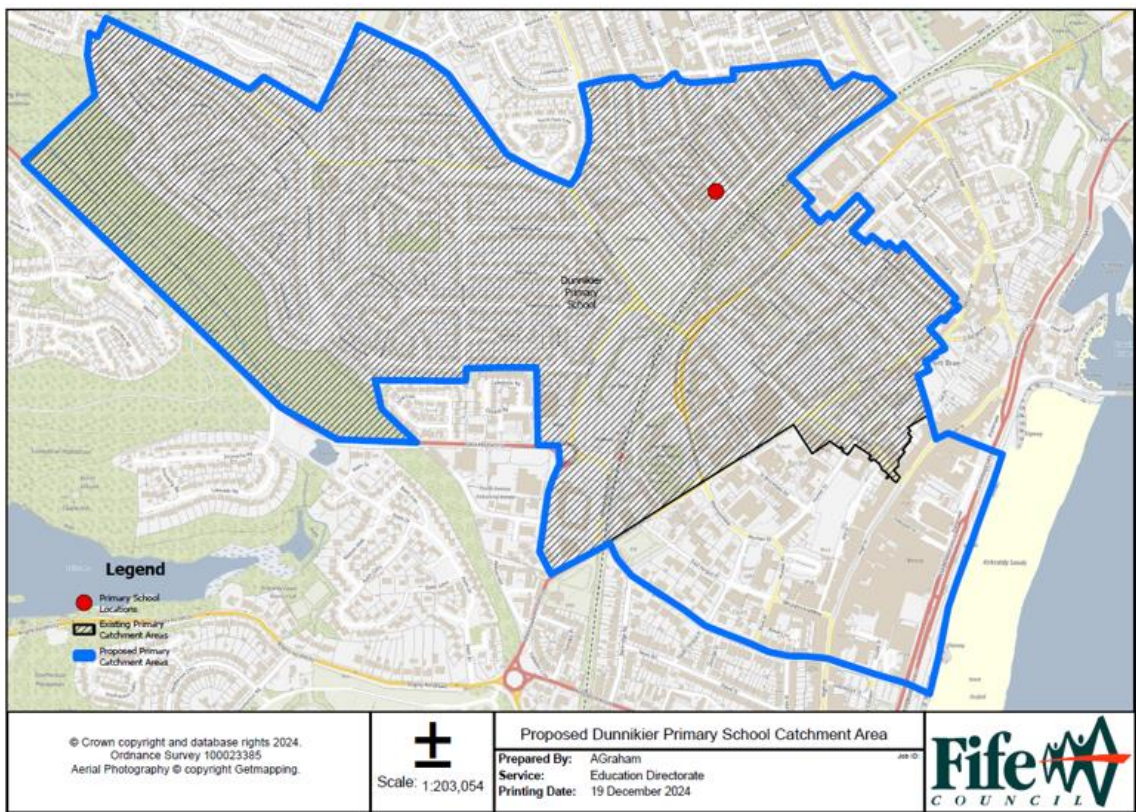


**Proposed Changes to the catchment area of Dunnikier Primary School**

**Existing catchment area**



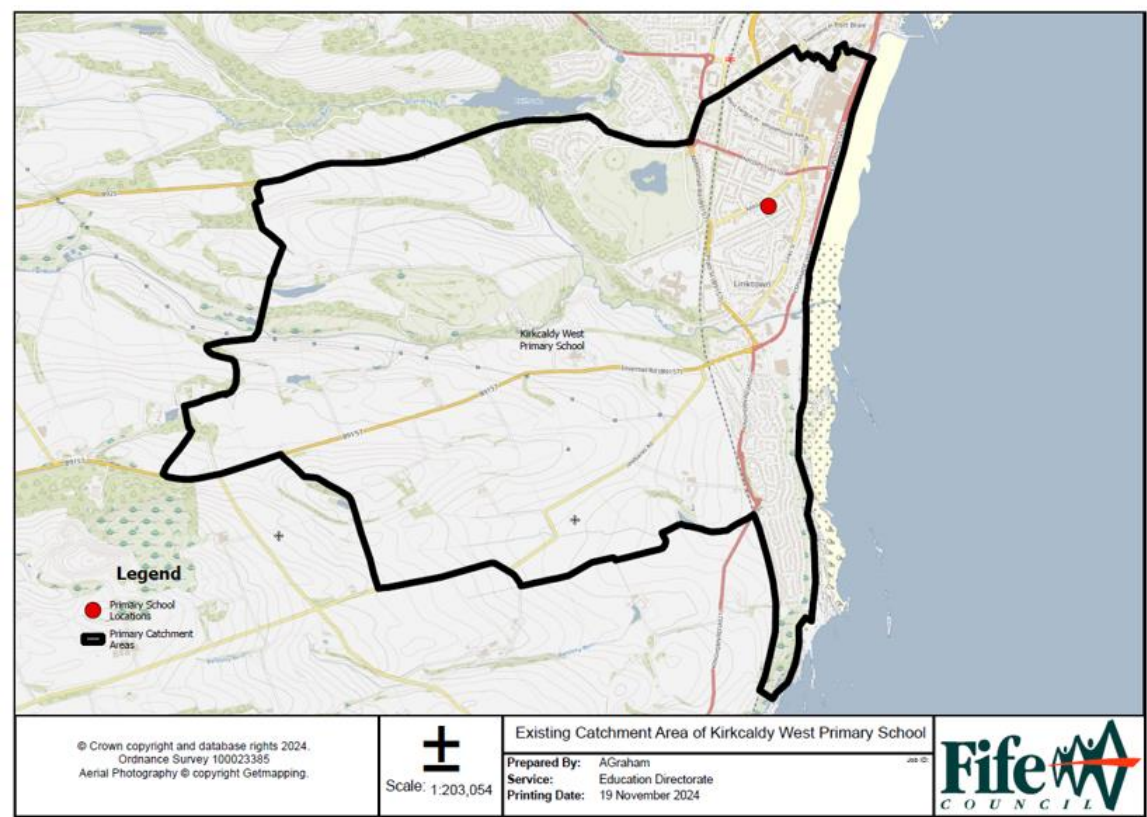
**Proposed catchment area**



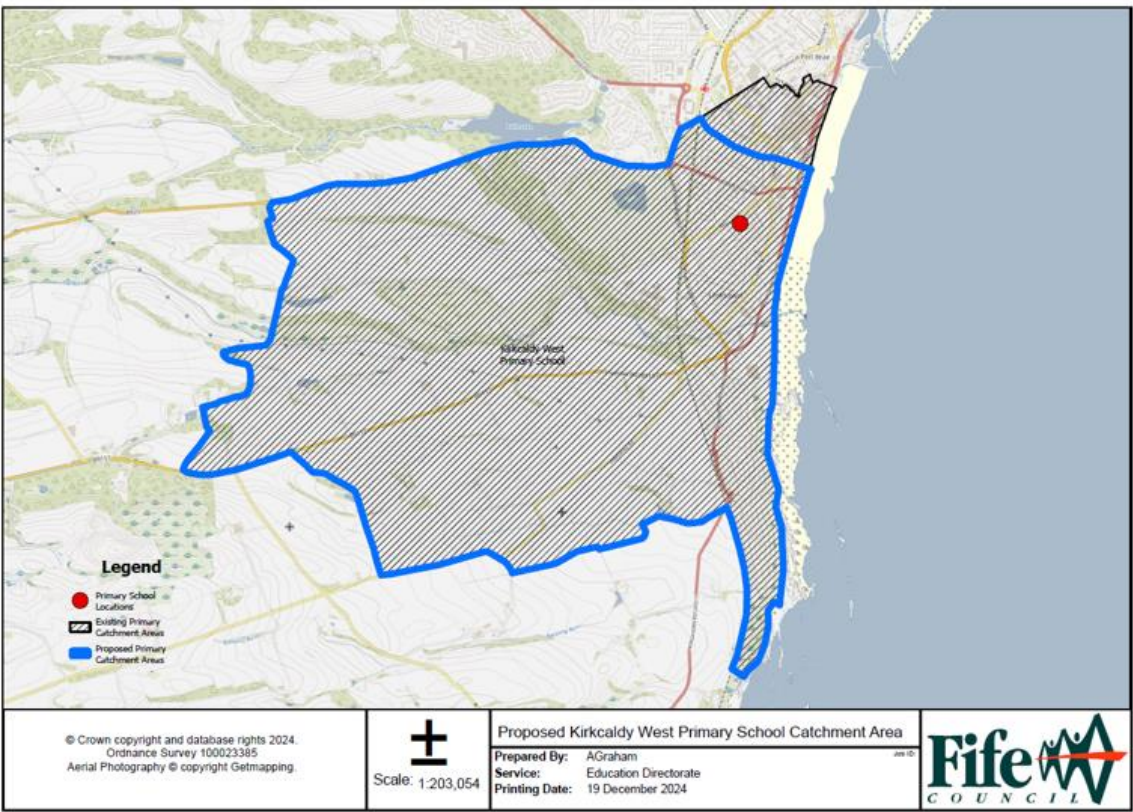


**Proposed Changes to the catchment area of Kirkcaldy West Primary School**

**Existing catchment area**



**Proposed catchment area**





## **Appendix C – Notice of Correction of Inaccuracies**

There were no notices of Correction of Inaccuracies

## Appendix D – Responses to the Consultation Response Form

### Summary of written representations submitted to Fife Council via the Consultation Response Form

- 2.1 Proposal by Fife Council to rezone the catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School.
- 2.2 The consultation response form was used to gather feedback from parents/carers, pupils, staff and interested parties on whether they were in support or not in support of the proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools. The form is included as Appendix A to this report (Appendix 13 of the proposal document) and was made available, in paper format at the effected schools, and from the Main Reception at Fife House, Glenrothes, for those requested it and printed copies of the Consultation Response Form were also available at the public meeting and informal drop-in sessions. It was also made available online at: [Proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools - Fife Council - Citizen Space](https://forms.office.com/e/huvqUiGiH2) and the hyperlink <https://forms.office.com/e/huvqUiGiH2> included in the Notice of Consultation.
- 2.3 Summary of Answers to Section 2 of the Consultation Response Form
- 2.3.1 In total there were 9 responses through the consultation response form.

Categories of stakeholders	%
Parent/Carer	89%
Pupil	0%
Staff member	0%
Grandparent	0%
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.	11%

Percentage of respondents and the catchment area they live in?	%
Dunnikier Primary School catchment area	22%
Kirkcaldy West Primary School catchment area	33%
None of the above	45%

Which education establishment/s do you have a link with?	%
Dunnikier Primary School	67%
Kirkcaldy West Primary School	33%
Another primary school in the Kirkcaldy area	0%
Any nursery in the Kirkcaldy local area	0%
Balwearie High School	0%
None of the above	0%
Unknown/not provided	0%

2.4 During the consultation process a total of 9 responses to question 3 on the Consultation Response Form were received. The table below provides details of the responses.

	<b>Question 3.1</b> Do you support the proposal to rezone the primary catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from Friday 4 July 2025? (please choose one ✓)					
<b>Parent/Carer of a child living in the:</b>	Consultees who responded <b>Yes</b>	%	Consultees who responded <b>No</b>	%	Consultees who responded <b>Don't know</b>	%
Dunnikier Primary School catchment area	0	0	2	22	0	0
Kirkcaldy West Primary School catchment area	0	0	2	22	0	0
Another primary school in the Kirkcaldy area	0	0	0	0	0	0
Any nursery in the Kirkcaldy area	0	0	0	0	0	0
Balwearie High School	0	0	0	0	0	0
None of the above	0	0	2	22	2	22
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>66</b>	<b>2</b>	<b>22</b>

<b>Pupil living in the:</b>	Consultees who responded <b>Yes</b>	%	Consultees who responded <b>No</b>	%	Consultees who responded <b>Don't know</b>	%
Dunnikier Primary School catchment area	0	0	0	0	0	0
Kirkcaldy West Primary School catchment area	0	0	0	0	0	0
Another primary school in the Kirkcaldy area	0	0	0	0	0	0
Any nursery in the Kirkcaldy area	0	0	0	0	0	0
Balwearie High School	0	0	0	0	0	0
None of the above	0	0	0	0	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Member of staff:</b>	Consultees who responded <b>Yes</b>	%	Consultees who responded <b>No</b>	%	Consultees who responded <b>Don't know</b>	%
Dunnikier Primary School catchment area	0	0	0	0	0	0
Kirkcaldy West Primary School catchment area	0	0	0	0	0	0
Another primary school in the Kirkcaldy area	0	0	0	0	0	0
Any nursery in the Kirkcaldy area	0	0	0	0	0	0
Balwearie High School	0	0	0	0	0	0
None of the above	0	0	0	0	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Other Interested Party	0	0	1	12	0	0
<b>Sub Total</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>12</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>78</b>	<b>2</b>	<b>22</b>

- 2.5 In summary 8 parents/carers responded to the consultation response form, along with one interested party. No pupils or staff completed the online consultation form.

## Appendix E – Comments returned on the Consultation Response Form

### Summary of Comments made in response to Question 3 on the Consultation Response Form

#### Do you support the proposal to rezone the catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from Friday 4 July 2025?

There were 5 comments made under 3.1 of the Consultation Response Form - if you do not support the proposal, what are your reasons?

1	I feel the catchments as a whole should be addressed. We moved into our house on the understanding we were in the catchment for Dunnikier (luckily we have been able to get our daughter out of catchment place, although not sure what this will mean for our youngest when it's her time). My main concern is if the Council don't include us in rezone it's likely street could become a pariah development as families will just move out. Is that what Fife Council want for a flagship development that was meant to help regenerate this area?
2	It would hugely change the dynamics of the school with the new proposed changes. Areas of higher wealth will all be in Dunnikier catchment and the areas left within the West catchment are far less economically affluent. This making the changes a bit of a rich poor divide.
3	Although I support the proposal in principle I think splitting down the middle of a street is not the correct way. Kids who are on either side of the road will be going to different schools. The travel time for those affected in Whytehouse Avenue is increased considerably.
4	I don't think it's fair that people down the high street/ prom are now giving the catchment of Dunnikier when I'm 10mins if that away from the school and have to fight tooth and nail to get my children in there . I work in Glenrothes with 7.30 starts so children are at grand parents house my kids have to walk and our catchment is further away for them than Dunnikier .
5	I do not support the proposal to rezone the catchment area of Kirkcaldy West PS and Dunnikier PS The reason(s) I do not support the proposal is as follows. i) There is the potential that siblings within the same household would have to attend different primary schools. This would pose significant logistical arrangements of parents / carers to meet start/end times of class. Reference 6.3.1 of proposal document. ii) There is the potential to impact pupils who will have longer travel to their alternative school. A by product is that will mean less healthy options such as walking will be replaced by transport and associated pollution and road pressures. This directly contravenes council priorities "tackling the climate emergency" iii) The rationale is based purely on projected figures. Currently both schools have an available capacity of 92 pupils. iv) There is potential of increased traffic flow within the areas impacted (dwellings listed in 6.2.3.1) in addition to the proposed destination school of Dunnikier Primary. This increased traffic flow will have a direct impact on the Kirkcaldy Town centre area and drop off/pick up points around Dunnikier PS. This is an adverse effect on local community therefore 11.4 is inaccurate. Rather than stating that there will be no impact to local communities, it would be useful to provide some evidence based impact assessments - i.e. road traffic analytics around Rosebury Terrace at pickup / drop-off times and air quality / PM assessment. v) The change will require a potential reversal once Kirkcaldy West Strategic Development Area Primary

	<p>School is built (3.3.5) and risks downsizing of role at KWPS (potential underoccupancy). vi) Moving dwellings that are currently 400m from their local school to 1km away appears to lack common sense. These same dwellings have been in catchment for around 140 years. For example a 4min50sec home to school walk with a gentle rise of 5m becomes a 19min06sec walk with an altitude rise of 40m. vii) There are a range of alternative proposals that have less of an impact but retain benefits. Proposal A – Simply moving the catchment boundaries to cater for potential new builds in Kirkcaldy Town Centre Area – i.e. from St Brycedales road fully east to Esplanade. This ensures that brownfield sites within Kirkcaldy Town Centre are catered for by Dunnikier PS. Proposal B – ‘Islanding’ new build areas – i.e. brownfield sites part of new Dunnikier catchment, existing dwellings remain as is. *For reference, I was told that this was not possible although my request for clarification on whether this was a Fife Council, Scottish Government or Central Government condition was not answered at the time. (3rd Feb 2025 at KWPS). Proposal C – The Kirkcaldy West SDA will require a new Primary School (3.3.5) but needs could temporarily be met by the physically closer Kinghorn PS which is currently 70% of capacity. Proposal D – Migrate southern part of Seafield Estate to Kinghorn Primary which is physically closer to Kinghorn PS. Faster travel to school, less traffic, less pollution.</p>
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There were 6 comments made under 3.1 of the Consultation Response Form - Are there any further comments on the proposal you would like to make?

1	I would have thought with the proposal of such a large development which I see has not actually been approved yet, there would need to be a section 75. My understanding is that Kirkcaldy west is already at capacity therefore this rezoning will do very little to ease that with the number of homes due to be build. I would have thought a full review of all catchment would be necessary.
2	I would just like to comment that the zoning to not include glebe park in dunniker catchment isn't well thought out. There are only 3 streets in this section which are supposed to attend Kirkcaldy north and a completely different high schools from all of there friends. Dunninker is closer to glebe park and fits with the rest of the catchment considering the street next to it is dunniker. I would like to request this street be included with the new re-zoning rather than families always having to put placing requests in which i now worry will be impacted upon.
3	N/A
4	Perhaps the boundary line could have been drawn in the area of Abbotshall road instead.
5	Kirkcaldy west, Strathallan should be the high street / prom catchment schools its not fair or well thought out in the slightest
6	We bought our house on the understanding that we were in the Dunnikier Primary catchment area, having checked this on the online catchment checker. Other residents in our street are in the same position. We were later told we were in the Valley/KHS catchment & although a placement request for our daughter to attend Dunnikier, our nearest school, was accepted we are concerned about the impact the rezoning may have on future placement requests for our two children to attend Balwearie, particularly if the new large development goes ahead & affects capacity at Balwearie as we note there is no proposal for further secondary capacity to be added. Forth Park Crescent is now an outlier in terms of the catchment, with the majority of surrounding streets being in the Dunnikier catchment. We are also concerned that our street will effectively become a pariah development if parents

	no longer have the realistic choice to send their children to Dunnikier & Balwearie. Currently 50% of Dunnikier pupils are placement requests & the impact on them & their siblings has not been addressed in the proposal document at all.
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## Summary of Comments from the Online Consultation Form

Of the 9 responses received, 7 were not in favour of the rezoning proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools, while 2 responses answered 'Don't Know' or were unsure on how to answer.

Of the respondents, the responses were as follows:

### Proposed rezoning of the Kirkcaldy West and Dunnikier Primary Schools

- respondents, 7 were not supportive of the proposal, 6 responses from parents and one from an interested party.
- The 2 respondents that provided a 'don't know' response in relation to the proposed were associated with Dunnikier Primary School, but not living in any of the catchment areas listed within the consultation response form.

The following summarises the comments made from the written statements received via the online consultation response form in writing or by email.

- Two respondents felt that the catchment areas as a whole should be addressed, as when they moved into their property they were of the understanding they were in the catchment area of Dunnikier Primary School.
- Concern that placing requests for Dunnikier Primary School and Balwearie High School in future will not be approved.
- One respondent believes that the rezoning proposal will have a negative impact on the SIMD distribution within Kirkcaldy West PS.
- One respondent believes that the boundary line of a catchment area should not be split down the middle of a road.
- Concern from 2 respondents that their street is also not included in the catchment review and that their street should be rezoned to Dunnikier Primary School.
- Impact of younger siblings not being able to get a place at Dunnikier PS through a placing request application in future, meaning families would have 2 children in different schools.
- Increased traffic at Dunnikier Primary School and the Town Centre, following the redevelopment of the Town Centre.
- Potential under occupancy at Kirkcaldy West Primary School and the potential that any change would need to be reversed.
- Concern raised on the rationale to rezone properties in close proximity to Kirkcaldy West to Dunnikier Primary School, which is a greater distance away,

and the impact of pupils currently in the Kirkcaldy West Primary School catchment area having an increased travel time.

- Concern regarding the number of childminders in the area.

### **Copy of other written representations received by Fife Council**

Officers received one verbal question at one of the drop-in sessions, which has been included and will be answered within the Consultation Report:

- Childminders are important to us as a family. Are you aware of a list of childminders in the Dunnikier PS area and their availability? I know the number of childminders was reducing in the Kirkcaldy West PS area and I'm thinking similar would be happening in the Dunnikier PS area.



## Appendix F – Pupil Consultation

### Pupil Consultation Report

Proposal by Fife Council to rezone the primary catchment areas of Dunnikier and Kirkcaldy West Primary Schools.

The pupil consultation groups at Kirkcaldy West Primary School took place on Monday 17 February 2025 and at Dunnikier Primary School on Tuesday 18 February 2025. One hundred and forty-seven children participated in discussions about the proposal to rezone the catchment area of their schools.

Pupil consultation groups were undertaken with representative groups of over 25% of the pupils from P4-P7 in both Kirkcaldy West and Dunnikier Primary Schools. The table below provides the number of pupils at the affected schools and the percentage of P4-P7 pupils taking part in the pupil consultation sessions:

School Name	School Roll Census 2024	No. of P4-P7 Pupils	% of P4-P7 on the total school roll	P4-P7 participation in sessions	% of P4-P7 pupils
Kirkcaldy West PS	393	243	61.8%	79	32.5%
Dunnikier PS	342	222	64.9%	68	30.6%

The Quality Improvement Officer (QIO) facilitated groups of individual primary stages and outlined the reason for the visit, background to the proposal, and used visual prompts to support discussion, ensuring pupils understood the consultation process and the potential impact for them and their school.

A number of questions, listed below, were posed to pupils to allow officers to gather information and feedback.

- Are you aware of consultation?
- If they have heard of the consultation, how did they hear about this?
- Are you aware of what changing the catchment area may mean for your school?
- Do you think it will make any difference to your time at Kirkcaldy West / Dunnikier Primary School?
- Any concerns / impact / comments for more/less/the same number of pupils at your school? What do they think of new children joining the school?
- How do you travel to school now?
- Any other comments you wish to share about the information that has been shared today?

#### Summary of Pupil Consultation

Are you aware of consultation?

- From the Kirkcaldy West Primary School groups only 10 pupils from the 79 pupils had heard about the consultation, with the majority of these pupils having heard it being discussed at home.
- From the Dunnikier Primary School groups only 2 pupils from the 68 pupils had heard about the consultation, only one of these pupils had heard it being discussed at home.

### Questions asked by pupils:

- What are the streets that are getting moved?
- When would it happen?
- If the catchment changes, would children have to move now?
- I live in the area proposed to change catchment area, what will happen to my sibling when they start school?
- One child asked if it would happen over the summer?
- One child asked do you have to change to Dunnikier PS if you live in the affected area?
- Another child asked about the brown flats at the leisure centre, would they move catchment? Another child asked if you could have two people living next door to each other within a different catchment area?
- One child asked if Dunnikier PS would get more money if they had more children attending.
- I think it is a good idea but what happens if there are too many children?
- Would the people in the proposed catchment still go to Balwearie?
- It is a good idea but where will the houses be put in the new proposed catchment area?

Opinions shared by pupils in relation to what changing the catchment area may mean for your school and any difference it would make during their time as a pupil at Kirkcaldy West/Dunnikier Primary School.

- Some pupils said they would want to keep the school the same as it is and if the numbers were the same it would be good.
- Less pupils as less houses. More houses more pupils. Although almost all said the proposal would mean no change for them or make any difference to their time at school.
- A number of pupils thought it is a good way to even out numbers and good for people to walk to closest to school.
- Might change the way some people travel to school as they will have further to walk.
- It takes someone in my street longer to get to Dunnikier as they already go there.
- I will lose all my friends as they will go to Dunnikier.
- If there were too many P1-4's in playground, there would hardly be any space, and we would need to change breaktimes.
- I'm not sure if it is a good idea.
- I think the proposal should be split because it would be like one side of the people would go to Dunnikier and the other to Kirkcaldy West.
- I think we should change catchment because if numbers drop at our school, then it won't be great.
- I think the proposal is a good idea as it will affect children who are not attending the school yet.
- There is no change for me so it's fine.
- My street is affected and think the walk to Dunnikier would be much longer.
- We would still get to go to PE and come into the dinner hall for lunch.
- We would still be able to use space in the playground if we had the same number of pupils.

- It doesn't affect me as I live in Burntisland, but I know a few people who might be affected.
- I think it's an OK idea.
- There would be slots for PE anyway.
- We could make it 1/2/3s go out for break/lunch first, then 4/5s then 6/7s.
- We would have to have more staff.
- If there were more classes, it would be an issue as there is only one PE teacher so they would need to speak to the classes they were teaching more.
- If there were too many P1-4s in playground, there would hardly be any space to move or play, and we would need to change breaktimes.
- More people in the school would make it too busy.
- There are a good number of children at school currently.
- If you have a bigger catchment area, you might have more students.
- If you added more on to the catchment it would be easier to get around, but it might mean I would have to walk from the top of the hill.
- Another child added that they wanted the numbers to come up a bit.
- I would want less people, so I have more room in the playground.
- It would be good to have more people, more friends, so no empty classes.
- It might impact on parents as there are buses which take the pupils to Kirkcaldy West, but Dunnikier is further away for some of them and there may not be a bus.
- Pupils from both schools said that they would be good at welcoming others in, make friends and settle new children in.
- If we have more classes then they will take more space in the playground, and I'd be worried about it being busier and a few pupils thought there may be more injuries in the playground.
- We do have a spare classroom.
- I would support this.
- It would be good to add in more nature rather than houses to the areas you are talking about.
- A few pupils thought it was a good idea so classes don't drop, and we can have more kids at Dunnikier
- I am concerned over placing requests as I currently live within Valley PS catchment and I have a younger sibling.
- I think it would be good because it's always good to make new friends and have opportunities to do so and there would be more people to speak to.
- I think it would be good because it would help younger kids know where they were going.
- It would be a good idea to add the proposed part of the new catchment into our catchment.
- If we do expand the catchment and the houses, it is most likely that the numbers will increase a lot as I don't think there will be 100 children coming to the school all at once.
- We can half the proposed catchment area change with half going to Dunnikier PS and half going to Kirkcaldy West PS.
- Almost all of children didn't think it would have any impact on their time in school/educational experience.

## How do the pupils travel to school now?

The pupils from each of the schools provided the following transport options they use currently to school:

	Walk	Car	Bus	Scoot/Cycle
Kirkcaldy West	43	22	11	3
Dunnikier	36	26	0	6

## Summary of Comments from Pupil Consultation

A few pupils from both schools had an awareness of the consultation ahead of the pupil engagement sessions. Those that had heard about the proposal shared that it had been discussed at home with their parents.

All of the pupil groups joined in the discussion with officers and with a majority asking questions or sharing opinions about the proposal.

Pupils supporting the proposal shared that distributing the numbers across both schools would help and the proposal was a good idea. If the numbers stayed the same at Dunnikier they had enough space to learn, eat lunch, go to assembly as well as out of school activities.

Pupils raised concerns of the schools being too busy, don't want all the classrooms in use, could be a longer walk to school, the playground may become too busy and whether younger siblings would be able to attend the same school as them.

Almost all pupils responded that this proposal would not impact on their time at their schools, however, a few pupils with younger siblings or who knew other pupils with younger siblings who may be affected due to catchment changes for future enrolments were concerned about this.

The pupils advised the officers how they travelled to school. Over half of the pupils walked to school, a third of pupils travelled by car, whilst the remainder took the bus, cycled or used a scooter to school.

Overall, the pupils from all the groups at the individual schools were positive and enthusiastic, providing well considered feedback.

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

One written representation was received from an interested party by email. As this email commented whether they were in support or not in support of the proposal, their vote under question 3.1 and comments were added to the online consultation total in paragraph 2.4.

For the purpose of analysis, the views expressed in the written representation have been added in Appendices D and E as appropriate.

The following representations were received from interested parties by email or by letter.

**From:** [REDACTED]  
**Sent:** 06 March 2025 20:18  
**To:** SustainableSchoolEstate.Enquiries <[sustainablechoolestate.enquiries@fife.gov.uk](mailto:sustainablechoolestate.enquiries@fife.gov.uk)>  
**Cc:**  
**Subject:** [REDACTED]

I enclose my written representation to the consultation. I would be appreciated if you could confirm receipt of this email or if submission is required in an alternative format.

Kirkcaldy Catchment Rezoning Proposal

Section 1



Section 2

I am a Parent/Carer

I live in the Kirkcaldy West Primary School catchment area

Section 3

I **do not** support the proposal to rezone the catchment area of Kirkcaldy West PS and Dunnikier PS

The reason(s) I **do not** support the proposal is as follows.

- i) There is the potential that siblings within the same household would have to attend different primary schools. This would pose significant logistical arrangements of parents / carers to meet start/end times of class. Reference 6.3.1 of proposal document.
- ii) There is the potential to impact pupils who will have longer travel to their alternative school. A by product is that will mean less healthy options such as walking will be replaced by transport and associated pollution and road pressures. The directly contravenes council priorities "tackling the climate emergency"
- iii) The rationale is based purely on projected figures. Currently both schools have an available capacity of 92 pupils.
- iv) There is potential of increased traffic flow within the areas impacted (dwellings listed in 6.2.3.1) in addition to the proposed destination school of Dunnikier Primary. This increased traffic flow will have a direct impact on the Kirkcaldy Town centre area and drop off/pick up points around Dunnikier PS. This is an adverse effect on local community therefore 11.4 is inaccurate.

Rather than stating that there will be no impact to local communities, it would be useful to provide some evidence based impact assessments - i.e. road traffic analytics around Rosebury Terrace at pickup / drop-off times and air quality / PM assessment.

v) The change will require a potential reversal once Kirkcaldy West Strategic Development Area Primary School is built (3.3.5) and risks downsizing of role at KWPS (potential underoccupancy).

vi) Moving dwellings that are currently 400m from their local school to 1km away appears to lack common sense. These same dwellings have been in catchment for around 140 years. For example a 4min50sec home to school walk with a gentle rise of 5m becomes a 19min06sec walk with an altitude rise of 40m.

vii) There are a range of alternative proposals that have less of an impact but retain benefits.

Proposal A – Simply moving the catchment boundaries to cater for potential new builds in Kirkcaldy Town Centre Area – i.e. from St Brycedales road fully east to Esplanade. This ensures that brownfield sites within Kirkcaldy Town Centre are catered for by Dunnikier PS.

Proposal B – 'Islanding' new build areas – i.e. brownfield sites part of new Dunnikier catchment, existing dwellings remain as is.

\*For reference, I was told that this was not possible although my request for clarification on whether this was a Fife Council, Scottish Government or Central Government condition was not answered at the time. (3rd Feb 2025 at KWPS).

Proposal C – The Kirkcaldy West SDA will require a new Primary School (3.3.5) but needs could temporarily be met by the physically closer Kinghorn PS which is currently 70% of capacity.

Proposal D – Migrate southern part of Seafeld Estate to Kinghorn Primary which is physically closer to Kinghorn PS. Faster travel to school, less traffic, less pollution.

Regards,



## **Appendix H - Record of Public Meetings**

### **Transcripts of Public Meetings**

As detailed in the Notice of Consultation, the proposal document and as advertised by other means, 2 public meetings were arranged, along with 6 drop-in sessions at different times of the day to suit working or childcare arrangements for parents/carers and other stakeholders.

Groupcall reminders to parents/carers were issued prior to each of the public meetings, to publicise the forthcoming meetings and provide the link to the online form to make representations.

On Tuesday 4 March 2025, a final reminder to parents/carers was issued to allow parents/carers a few days to submit any feedback before the consultation ended on Friday 7 March 2025.

There were 10 people in total (not including the Headteacher of each school or the HMIE representatives) who attended the public meetings.

Although drop-in sessions were promoted in the Notice of Consultation and advertised through Schools, there was little uptake at these sessions by parents/carers or interested parties.

### **Transcript of Public Meeting - Monday 3 February 2025 – Kirkcaldy West Primary School**

#### **FIFE COUNCIL – EDUCATION DIRECTORATE**

#### **Public Consultation Meeting held at Kirkcaldy West Primary School Monday, 3 February 2025 at 6.02 pm**

#### **Present:**

Shelagh McLean, Head of Service (Education Directorate) (SMcL) (Chair)  
Lyn Meeks, Quality Improvement Officer (LM) (Education Directorate)  
Kim Lawson, Compliance Officer (Education Directorate) (minute taker)

7 people attended the meeting (including HMIE and the Headteacher)

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

SMcL indicated that this was the formal public meeting, scheduled in respect of the Schools Consultation Act (Scotland) (2010), following the decision on 9 January 2025 by the Cabinet Committee of Fife Council, which authorised the Education Directorate to consult with parents and pupils on the proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools.

The statutory consultation period is from Tuesday 21 January 2025 to Friday 7 March 2025.

Questions were requested at the end of the presentation and any questions that rose

after the meeting could be sent in as outlined in the proposal paper. A summary of these questions would form part of the final consultation report.

SMcL covered a PowerPoint presentation on the proposal, highlighting the educational benefits, along with a catchment map.

Statement	The presentation is very helpful. What I find unhelpful is that this was in the Fife Free Press before the consultation started, without maps and other key information. This caused issues for many people over the Christmas period.
Response	I can only apologise on behalf of Fife Council. I think there was proactive journalism involved, which happened over the Christmas period. As proposals like this need to be discussed at Cabinet Committee, the papers for these meetings are published 1 week in advance of the meeting. The Cabinet Committee meeting was scheduled for 9 <sup>th</sup> January therefore the committee papers were published online over the Christmas period. Therefore, we can only apologise. The timing was not on our side.
Statement	That's fine. I can imagine it is difficult.
Statement	I have a son in P2 and another child in nursery. I'm in a difficult position. I don't want to move my children as they are settled, and we need to get it right for them. We are currently looking at options.
Response	We don't anticipate that siblings of children who already have a place at the schools would not be able to have a placing request approved. We need to maintain that flexibility for parental choice. The idea is that there will still be flexibility to allow placing requests to be accepted, however we cannot ever guarantee this.
Statement	It would make it more palatable if you were able to say you would guarantee that any affected family with siblings already attending Kirkcaldy West PS would be guaranteed a place here.
Response	Based on the School Admissions Policy, catchment children are given priority when allocating spaces. We would like to be able to give a guarantee however we aren't able to do this. We don't know what the movement will be like across the schools.
Statement	This is not an ideal solution for those who will be affected.
Response	We have looked at the numbers and there is no significant impact on pupils here. We will manage the pupil numbers over time.
Question	How will the change be advertised? I'm aware there will be people within the catchment who are not yet with child. How will they be notified?
Response	We have notified as many people as possible. We advertise through Facebook, X, various press and media outlets and contact all of parents/carers we would expect to enrol a child within the next 2 years. These would be all the parents/carers who are known to the local authority. We would make sure our GIS system, showing the catchments, is up to date. If the proposal was to be agreed, the GIS system would change as of 4 <sup>th</sup> July 2025.
Question	The dividing line, based on the maps sent, was tricky to see clearly where the line is to the east. I live in Whytehouse Avenue. Would the street be split?



Response	One side of the street would be Kirkcaldy West PS catchment, and the other side would move to Dunnikier PS catchment.
Question	Is this normal? It feels odd.
Response	We must draw the line somewhere for catchment boundaries. This is normal practice. We take the most obvious route that gives enough spaces and puts enough children into the Dunnikier PS catchment area.
Question	Could the line be drawn in the back garden of the houses on Whytehouse Avenue? This would keep the whole street together in the same catchment area and support social cohesion.
Response	Back gardens are not natural boundaries. We have chosen a main road and where this would allow us to manage numbers. We would expect most children to be able to walk to school.
Question	I think there would be a traffic issue for children walking to school. It is a busy area anyway. What analysis has been done in relation to this?
Response	We would not expect any of the proposed changes to mean that anyone would be entitled to transport. Other local authorities do not give transport to children attending primary school unless they live over 2 miles from their catchment school. In Fife, our policy is for any child living more than 1 mile from their catchment school to be entitled to transport.
Statement	Some of the addresses would be about a 40-minute round journey to walk. It would also cause further pollution as more people would use their cars.
Response	We believe the young people would be within walking distance.
Question	What is an appropriate walking distance for a child?
Response	It is a parental choice. Our policy is for any child living more than 1 mile from their catchment school to be entitled to transport.
Statement	No analysis of this has been done. I think there will be adverse effects through the additional transportation required.
Response	We undertake assessment of the Walked Routes to Schools. Traffic counts are done as part of the Walked Routes to Schools. We would update travel plans and work with parents to reduce congestion through encouraging walking and scooting to school. We would respond to this as part of the consultation.
Statement	It would be good to have concerns in relation to this addressed.
Question	Most of the brownfield sites mentioned in the proposal would be moving from Kirkcaldy West PS catchment to Dunnikier PS catchment. Kirkcaldy West PS is currently 81% occupied and Dunnikier PS is 79%. With only 2% of a difference, and potentially other young families moving into the Dunnikier catchment, are we just moving the problem around?
Response	The projections are closely monitored therefore we are as comfortable as we can be that the figures used are robust. We have a colleague who checks the births in Fife every month as well. We know where we are expecting young people and can manage the numbers. Where we are expecting an influx, we need to judge the impact on the school rolls. We believe we will have capacity in Dunnikier PS and are able to manage Kirkcaldy West PS numbers. There is a potential SDA in the Kirkcaldy West PS catchment as well.

Question	Is there an SDA proposed further down the line? Are you acting too quickly?
Response	Potentially further down the line. This will bring its own challenges. However, we need to respond to the current position.
Question	Would it be an option to move the Brownfield sites currently in the catchment for Kirkcaldy West PS to Kinghorn PS?
Response	It might be a solution for those moving into the catchment prior to the SDA being built, if Kirkcaldy West PS reaches capacity. All space would be used in Kirkcaldy West PS and Kinghorn PS first.
Question	If you look at the radius, could you move the Seafield area to Kinghorn PS catchment?
Response	This is not possible as it is such a large area.
Question	Could you put the catchment line in Seafield?
Response	This would not help with the Kirkcaldy town centre area. It is also not a main road and to rezone the whole area to Kinghorn PS would not work. This is why we have proposed this option.
Question	Is there any capacity at Strathallan PS?
Response	Yes, there is. However, this is not the nearest school to the area we are talking about. Dunnikier PS is the closest in distance and the natural boundary to the development.
Question	Are there other boundaries which could be looked at? If there are, why would you not consider other schools in the area?
Response	We have based the proposal on several factors including those which have not happened yet; however, it is very much informed by the projections.
Statement	OK, so it is a chicken and an egg scenario?
Response	We needed to identify a way to include new residential properties within a suitable catchment. We would have needed to go through a consultation if the boundaries were to change when the properties had been built as well, so we felt this was a better approach. We would not have been able to change the catchments at any point without going through a consultation.
Statement	I think it is a good idea to put The Postings into the Dunnikier PS catchment, but I don't think it's a good idea to change any current addresses which are Kirkcaldy West PS catchment.
Response	We've looked at the natural boundaries across the whole area. That's why the proposal is what is outlined.
Question	Are other options not available?
Response	We had to identify the whole area that the brown sites would affect.
Question	Is this a Fife Council directive or a Scottish Government directive?
Response	It is Scottish legislation that determines that change any catchments must be carried out through a consultation process. When we are looking at catchment changes, we would not look to put an island into a catchment as this would not support the local community.
Question	Is there an options appraisal which can be shared?
Response	We show you the school rolls that the proposal has been modelled upon as part of the papers. We needed to identify one proposal to move forward. If anything comes to light, we consider alternatives. We would reconsult if we decided to consider an alternative.

Question	Headteacher: Could the boundary move to the other side of the train station? This would mean all the new developments would move to Dunnikier PS and not affect Kirkcaldy West PS.
Response	It would have to 'S' around the boundary. We have drawn the catchment boundaries where they would naturally make sense to go in the current infrastructure.
Statement	This is unfortunate, as the boundary falls on a busy road. I didn't realise the other side of the road was proposed to be Dunnikier PS catchment. I think this will break the community within the area.
Response	We will always have to identify a boundary for school catchments.
Question	In terms of SIMD, Kirkcaldy West PS has a fantastic community, I'm interested in the impact on the school financially. I have concerns about the families leaving Kirkcaldy West PS catchment who are professionals. We will be staying at Kirkcaldy West PS as my daughter is happy here and my son currently attends the annex however I am wondering if the school will change as the families will be different?
Response	The profile would not change significantly. The areas within the school catchment would still fall within zones 1-4. Lots of families would fit within these zones. We are not proposing to take all affluent addresses away from the catchment. Kirkcaldy West PS has a great mix within the school and we don't anticipate this will change.

Shelagh McLean concluded the meeting by thanking people for their attendance and their comments, as well as encouraging people to provide feedback by any of the various methods.

**Meeting closed at 7.06 pm**

## **Transcript of Public Meeting - Monday 10 February 2025 – Dunnikier Primary School**

### **FIFE COUNCIL – EDUCATION DIRECTORATE Public Consultation Meeting held at Dunnikier Primary School Monday 10 February at 6.00 pm**

#### **Present:**

Shelagh McLean, Head of Service (Education Directorate) (SMcL) (Chair)  
Lyn Meeks, Quality Improvement Officer (LM) (Education Directorate)  
Avril Graham, Team Manager (AG) (Education Directorate) (minute taker)

6 people attended the meeting (including the Headteacher)

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

This was the formal public meeting scheduled in respect of the Schools Consultation Act (Scotland) (2010) following the decision by the Cabinet Committee of Fife Council who authorised the Education Directorate on 9 January 2025 to consult with parents and pupils on the proposal to rezone the catchment areas of Kirkcaldy West and Dunnikier Primary Schools.

The statutory consultation period is from Tuesday 21 January 2025 to Friday 7 March 2025.

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

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

Statement	The consultation meeting is at 6-7 pm and parents are unlikely to come to a meeting at this time because they are making their dinner or putting children to bed. A meeting around 8-9 pm would be better for the parent community.
Response	We understand that the time can be difficult for parents to attend, however, we have used different times of meetings in the past and we have had few parents attend these. If anybody feels they wish to discuss the proposal we are happy to do that.
Statement	I have read through the document, and it is quite long and the language may not be easy to understand for a number of parents.
Response	We provide the paper in a way that covers the legal requirements.
Question	What consideration has been given that Dunnikier Primary School will still be able to accept placing requests – we are aware about 50% of the school are from placing requests? We understand you have a statutory duty to accept placing requests.
Response	We are not anticipating that Dunnikier will be near capacity as a result of the rezoning proposal.
Statement	What about secondary capacity? Will this have an impact on secondary capacity? It will be less likely children making placing requests will be able to get into Balwearie. There are 50% of placing requests into this school.
Response	I am unable to guarantee that all placing requests will be granted. This is never possible. However, anyone attending this school will have a higher priority as it is one of the feeder catchment primary schools.
Question	You have a statutory duty to allow placing requests, and these are less likely to get into Balwearie?
Response	We have a duty to accept placing request applications where these can be accommodated within a school. We are not anticipating capacity issues at Balwearie. Both schools are currently within the Balwearie HS catchment. If the SDA goes ahead, when that is projected to happen, if we could not accommodate all the pupils, extra space would need to be funded by the developers. All our modelling does not suggest it would happen.
Statement	The consultation doesn't reflect 50% in placing requests.
Response	I can't say that every child on a placing request into Dunnikier would be given a place if Balwearie is not their catchment school. Balwearie had a period when it couldn't take all the placing requests however, they accepted all their requests last year. The numbers are shifting across Fife. We have low birth rates and secondary school rolls are now starting to decline. As soon as we have the census information, we review school rolls. There is flexibility for placing requests into

	here, we take into account trends, and these are built into our modelling.
Statement	The 2029 projection for Balwearie is not in the consultation paper.
Response	We can provide the Balwearie High School projections within the consultation report. I can make it clear that Balwearie may not be the same in 5 years' time, which is the same for other provisions. You can put in a placing request for primary, but you are advised there is not a guarantee for a place at secondary based on primary school attended.
Statement	A lot of people live close to this school but are not in the catchment area.
Statement	Why is there no option appraisal, i.e. consideration of other schools, other options or other streets, is there another report for the public? What is this proposal – 6 flats, other sites? We have brownfield sites and other catchment boundaries are to be drawn, all this thinking is hard to understand.
Response	I understand - as an Education Authority we are required to look at the educational elements of what the impact would be from brownfield sites. The planning authority manages brownfield sites, and we are not party to all the planning aspects. Our role is to analyse the impact of these on our schools. There is a lot of discussion on what might happen, and pre-applications are submitted. We also have housebuilders considering accessible housing. The planning applications are supporting what we would want to do for town centre regeneration. There is not a lot of residential homes at the moment in the area. We need to see how we would make that work. It would allow us to accommodate pupils coming forward and this is why we came up with this proposal. If we look at what was to be provided as part of the regeneration, we could not accommodate all the housing within Kirkcaldy West.
Question	Why not then think about Kinghorn or Strathallan? The transparency is missing. There is more to this than just supporting space, we need to understand the rationale.
Response	That would be a less attractive option, as currently it would require significant movement of houses out of Kirkcaldy West to accommodate new development. There is currently no one in the houses, as the houses are not built, so the proposal for the catchment area minimises disruption. The community make sense, looking at something different would mean looking at far more going out.
Statement:	The document talks about where pupils are to be born, some of the numbers are highly questionable, doesn't arrive at that margin of error and previous projections. We see families in this catchment area where 3 children are moving in, and we feel future documentation should give us reassurance. It would be helpful to see the forecast of placing requests. We don't anticipate that demand will change.
Question	The method of projecting numbers – can this be provided?
Response	We can provide this.
Statement	As an educated and articulate parent council we need to understand the pupil methodology.

Response	We need to address what is happening with our school roll across Fife, school rolls are going down, down by around 1000 pupils each year.
Statement	There is a balance though on giving the same figures. In the paper you provide the occupancy for Kirkcaldy West but did not give the occupancy for Dunnikier. There needs to be balance and accuracy. This can be the wrong message picked up by any reader. There needs to be the balance and the reason for what school and how it will be impacted.
Response	Absolutely.
Statement	There is a lack of considered Educational Benefits for Dunnikier Primary School. We have staggered mealtimes here, I think it is heavily weighted on Kirkcaldy West, I think it is bias and more for Kirkcaldy West than Dunnikier. We feel there might be dis-benefits. There is an issue with walking to school. Our parents have to walk up a hill to school, there are going to be more concerns that pupils can be hit by cars. Road safety is a concern of ours. We have spoken to families that are impacted upon, and they intend to drive their children to school. We know you have stated about physical exercise, and people should have 30 minutes of exercise 5 days a week, however there is a disbenefit with the transport and traffic arrangements. There will be more congestion, and this is predicated on the house building that might be built. This is not reflected in this document; it might be one of the deal breakers.
Response	We do not want to do anything that would jeopardise the safety of our children. It is incumbent upon schools and us to look at school travel plans, and we will work with Transportation to do what we can if we progress. We will look at safe routes to school and we are confident that we can make these arrangements work. We know it is difficult for a Parent Council or a Headteacher to change the minds of parents—allowing pupils to walk to school.
Statement	Community is a sense of place and the focus on community is shifting and this is claimed as a benefit, the opposite is happening, and it is important to recognise this. If I go to another parent's house it will take me 25 minutes. With the changes the end of the catchment area will be 35-40 minutes. It is going to be difficult making it harder to be a community.
Response	We look at the different types of community. The first community is the children, and the 2 <sup>nd</sup> is the parent group. Then the wider community of the catchment and we try to reflect the impact for each group. Where we draw a catchment line will potentially change a community. The regeneration will bring a natural community forward.
Statement	Another disbenefit is that Kirkcaldy West is only 2 % above us in occupancy. Benefit listed needs reviewed to be more balanced.
Statement	The multi-purpose space, none of this reflected here. We are not sure of children. The HT and the 2 Deputies are fantastic, the school is oversubscribed with pupils with ASN needs. People want to come here to be supported, I don't see that changing. If we are full, we would get less pupils with ASN. We have never got so full that we are oversubscribed.

Question	What reassurance that can be given or what protection can be given that our catchment area will not change again? What reassurance can you give?
Response	We understand as parents that you would like reassurance. Generally, what we are trying to achieve is to ensure pupil numbers are sustainable over both schools. Our projections are more robust within a 10-year period, the further out they go the less reliable they can be. Within a 10-year period, we know the number of pupils in our early years' settings and the number of pupils born. We check the NHS births monthly. We try to make these figures as robust as possible. I would not stand here with a proposal if we could not continue to give the flexibility in schools. 2 years ago, we were not convinced that the rolls were going to go down and until we seen some of these changes we did not progress with this proposal. Projections are now showing what we thought might happen. People can still make a placing request into Kirkcaldy West. We want families to have a choice. The projected school rolls methodology does build choice into the methodology. The roll projection information is as robust as any Local Authority in Scotland.
Question	Do you take account of the SIMD profile for Kirkcaldy West and Dunnikier, EAL, refugees and asylum seekers?
Response	We look at the FME – entitlement to free school meals, rather than SIMD profile, to understand the level of poverty. SIMD information is in zones 1-10. We know the 3 critical areas of Fife with high poverty are Kirkcaldy, Levenmouth and Cowdenbeath. We know that poverty is also linked potentially to the housing crisis over these geographical areas. We need to target resources to support those with needs. The funding in our DSM (Devolved School Management) weights FME entitlement rather than SIMD. We use an FME weighted school roll to target other resources. The support staff is slightly different. We anticipate being able to allow all the young people and their needs to be supported. To do this we may need to move staff around.
Question	If there are more who move here, will there be an adjustment in resources to reflect this.
Response	Yes, where a roll increases, resources are targeted appropriately. Is there enough? We will always try to do more with what we have. We all try to meet the first aim – to provide adequate and efficient provision of education. No one should have a better range of provision.
Question	Are you able to ask developers for funding to support our schools?
Response	We need to work closely with our planning colleagues in relation to planning obligations. If we have enough space in a school, we cannot ask for planning contributions. The planning authority gives consent – the development would have to have a direct impact for the school to receive funding. We always try to make sure we reflect on this.
Question	What about the SDA site?
Response	Absolutely they might be required to support the schools or deliver a new school. Although they may also support community benefits and have been keen to do this in the past. They might be keen to do this if a site is near to a school. We will not make one school more of a priority than another.

Statement	We are actively encouraging reviews and feedback and will probably put in a report from the Parent Council.
Response	All the feedback we receive will be published in the report and responded to.

Shelagh McLean concluded the meeting by thanking people for their attendance and their comments, as well as encouraging people to provide feedback by any of the various methods.

Meeting closed at 7.23 pm.



## Appendix I – Walked Routes to School Assessments WALKED ROUTE ASSESSMENT FORM

This form is for the purpose of recording the key findings and observations arising from a walked route assessment.

### Record of Findings (collated from any Assessors notes/observations)

#### School/Educational Establishment & Route details

School/Educational Establishment Name	Route – write a brief description only (start/end point and key roads).
Dunnikier Primary School	<p>We walked along Balsusney Road to reach Bennoch Bridge then Bennoch Road and walked down towards Wemyssfield. We then turned left on to South Fergus Place. We turned left onto Whytehouse Avenue and walked down the east side which is affected by the consultation to reach Charlotte Street, Cowan Street then the esplanade.</p> <p>The route differed slightly from the proposed route map as there was an ongoing incident at Whytescauseway therefore we continued a route which would have been similar in distance and also included one of the street's affected by the ongoing consultation. On the return journey, we walked the proposed route and had no concerns.</p>

#### Assessment Details

Date Thursday 6th February 2025	Time: 3.05pm (walk took 19 minutes)
Weather Conditions:  Sunny, dry, cold	Key Observations  The route has a suitable path throughout with adequate crossing points and clear sight lines. The traffic flow was steady.

#### Assessors

Name	Designation	Organisation	Contact Details
Amanda Thomson	Team Manager	Fife Council	460206
Kim Lawson	Compliance Officer	Fife Council	444331
Vicki Diamond	School Transport Technician	Fife Council	444435
William Harley	Safer Communities Project Officer	Fife Council	william.harley@fife.gov.uk

**Observers (including Councillors)**

Name	Designation	Organisation	Contact Details

**1. Is there a continuous adequate footway?**

Describe the footpath suitability / condition / length

There are designated pathways and step-offs throughout the entire route.

Explain if there is a requirement to cross a road

There is a requirement to cross the road at various points.

Describe where it is appropriate to cross

- As you exit Dunnikier PS through the west playground gate, you are required to cross at the corner of Balsusney Road (20mph) to follow the road on towards the cemetery.
- Traffic lights on Bennoch Road (30mph).
- Traffic lights at the four-way junction from Bennoch Road (30mph) onto Wemyssfield (20mph).
- South Fergus Place (20mph) to continue towards Whytehouse Avenue (20mph).
- Traffic lights at the bottom of Whytehouse Avenue (20mph) towards Charlotte Street (20mph)
- Charlotte Street (20mph) to Cowan Street (20mph) to reach the esplanade.

What is the visibility like at the point(s) of crossing?

Visibility good for all crossing points.

**If the width of the footway is less than 1 meter, consider the following specific factors:**

**NO**

What is the length of the section(s)

Is there the ability to step off onto an adjacent verge?

☐ ☐

Can stepping onto the road be avoided?

☐ ☐

What is the traffic flow like and speed limit?

Are sightlines and visibility good here?

☐ ☐

Is the section free from any additional footway obstructions?

☐ ☐

Is there any relevant accident data?

☐ ☐☐

**CONCLUSION: continuous adequate footway?**

Yes ☒ No ☐

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 2.*

**2. In the absence of a continuous adequate footway, are there step offs with adequate sight lines?**

Describe the suitability and nature of step offs

What is the visibility like at the step offs?

**CONCLUSION: step offs with adequate sight lines?** Yes ☐ No ☐

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 3.*

**3. In the absence of a continuous adequate footway or step offs with adequate sight lines, where the route requires walking on the road surface, are there adequate sight lines?**

Provide details

**CONCLUSION: are there adequate sight lines?** Yes ☐ No ☐

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, the route is an unsafe walking route, please go to question 5.*

**4. Are there any other considerations that will impact on the assessment outcome?** [OBJ]

Describe the overall visibility / sight lines for pedestrians\*

Visibility and sight lines clear at all points on the route.

Describe traffic flow observations \*

Traffic was steady throughout the route. We never had to wait more than 3 seconds at any crossing point which did not have traffic lights.

**YES NO**

Is there a need for a formal traffic count/gap analysis?

☐
☒

List all crossings / patrols / islands & speed limits

- As you exit Dunnikier PS through the west playground gate, you are required to cross at the corner of Balsusney Road (20mph) to follow the road on towards the cemetery.
- Traffic lights on Bennoch Road (30mph).
- Traffic lights at the four way junction from Bennoch Road (30mph) onto Wemyssfield (20mph).
- South Fergus Place (20mph) to continue on towards Whytehouse Avenue (20mph).
- Traffic lights at the bottom of Whytehouse Avenue (20mph) towards Charlotte Street (20mph).
- Charlotte Street (20mph) to Cowan Street (20mph) to reach the esplanade.

Describe any Paths/ Wooded Areas/ Vegetation/ known flooding (frequency over a year)

N/A

What is the availability of public transport for the route?

N/A

Are there any exceptional features on the route e.g. type of vehicles?

No

Transport Scotland Input (if appropriate) for routes along A92 & A985

N/A

Accident Data (damage only, slight, serious &

N/A

fatal covering the last 3 years)

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**CONCLUSION: Are there any other considerations that will impact on the assessment outcome?**

Yes ☐ No ☒

*\*Where the traffic flow / sight line is considered, a record of any vehicle count / speed survey should be retained. Only relevant where a road is crossed without available traffic interrupters.*

**5. CONCLUSION: is the route available?**

Yes ☒ No ☐

**If the conclusion is no, please describe below any action that would be required that would allow for the route to be assessed as available in future**

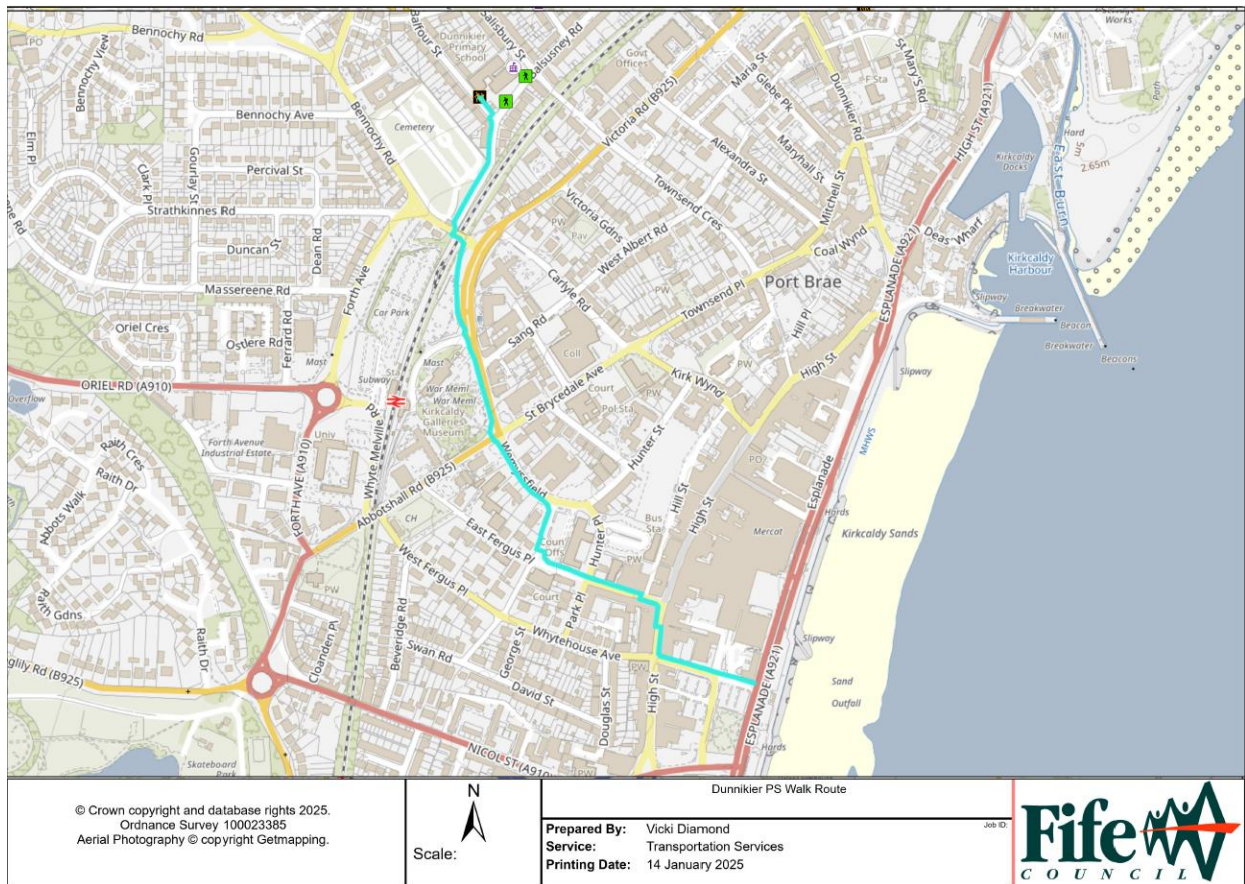
Action required:

**If the conclusion is yes, please describe below any action that would be recommended to improve the route.**

Action proposed: n/a

# WALKED ROUTE ASSESSMENT FORM SUPPLEMENTARY INFORMATION

## Map of Proposed Route Walked





Traffic Lights at Bennoch Bridge leading onto Bennoch Road.



Four-way traffic lights at Bennoch Road leading onto Wemyssfield.



Another view of the four-way traffic lights heading towards Wemyssfield.



## WALKED ROUTE ASSESSMENT FORM

This form is for the purpose of recording the key findings and observations arising from a walked route assessment.

### Record of Findings (collated from any Assessors notes/observations)

#### School/Educational Establishment & Route details

School/Educational Establishment Name	Route – write a brief description only (start/end point and key roads).
Dunnikier PS	<i>Dunnikier PS to the old postings site on Hill Street (via Balsusney Road, Bennoch Road, Victoria Road, Carlyle Road, Kirk Wynd, Hill Street)</i>

#### Assessment Details

Date Thursday 23 January 2025	Time 3.05pm start
Weather Conditions	Key Observations
Dry, cold, damp, still	Straightforward route

#### Assessors

Name	Designation	Organisation	Contact Details
Lee Cessford	Compliance Officer	Education	444220
Vicki Diamond	Technician	Transportation	444435
Jacqui Leigh	Project Officer	Safer Communities	446157

#### Observers (including Councillors)

Name	Designation	Organisation	Contact Details
Alistair Cameron	Councillor	Fife Council	N/A



**1. Is there a continuous adequate footway?**

Describe the footpath suitability / condition / length

Continuous tarmacked footpath throughout the route and of suitable width

Explain if there is a requirement to cross a road

Yes - Victoria Road, St Brycedale Avenue and Hunter Street.  
(There is an option to walk along Hunter Street and use the lane next to the TA building to get to Hill Street).

Describe where it is appropriate to cross

Pedestrian crossing used on Victoria Road and St Brycedale Avenue. Crossed at dipped kerbs at the end of Hunter Street to continue down Kirk Wynd.

What is the visibility like at the point(s) of crossing?

Visibility at all crossing points is good but irrelevant at Victoria Road and St Brycedale Avenue as pedestrian crossings used to stop traffic.

**If the width of the footway is less than 1 metre, consider the following specific factors:**

**YES NO**

What is the length of the section(s)

Is there the ability to step off onto an adjacent verge?

Can stepping onto the road be avoided?

What is the traffic flow like and speed limit?

Are sightlines and visibility good here?

Is the section free from any additional footway obstructions?

Is there any relevant accident data?

**CONCLUSION: continuous adequate footway?**

Yes No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 2.*

**2. In the absence of a continuous adequate footway, are there step offs with adequate sight lines?**

Describe the suitability and nature of step offs

What is the visibility like at the step offs?

**CONCLUSION: step offs with adequate sight lines?**

Yes No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 3.*

**3. In the absence of a continuous adequate footway or step offs with adequate sight lines, where the route requires walking on the road surface, are there adequate sight lines?**

Provide details

**CONCLUSION: are there adequate sight lines?**

Yes No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, the route is an unsafe walking route, please go to question 5.*

**4. Are there any other considerations that will impact on the assessment outcome?**

Describe the overall visibility / sight lines for pedestrians\*

Sightlines and visibility were good for all of the route.

Describe traffic flow observations \*

Typical traffic flow as expected within a town but not heavy. Traffic was busier around the school but was lighter once away from the school.

**YES NO**

Is there a need for a formal traffic count/gap analysis?

List all crossings /  
patrols / islands &  
speed limits

Victoria Road at pedestrian crossing – 30 mph  
St Brycedale Avenue at pedestrian crossing – 30 mph  
Hunter Street – 30mph

Describe any Paths/  
Wooded Areas/  
Vegetation/ known  
flooding (frequency  
over a year)

None

What is the availability  
of public transport for  
the route?

Will be a regular service to/from the bus station via  
Bennoch Road.

Are there any  
exceptional features  
on the route e.g. type  
of vehicles?

n/a

Transport Scotland  
Input (if appropriate)  
for routes along A92 &  
A985

n/a

Accident Data  
(damage only, slight,  
serious & fatal  
covering the last 3  
years)

n/a

**CONCLUSION: Are there any other considerations  
that will impact on the assessment outcome?**

Yes

No

*\*Where the traffic flow / sight line is considered, a record of any vehicle count /  
speed survey should be retained. Only relevant where a road is crossed without  
available traffic interrupters.*

5. **CONCLUSION: is the route available?** Yes No

If the conclusion is no, please describe below any action that would be required that would allow for the route to be assessed as available in future

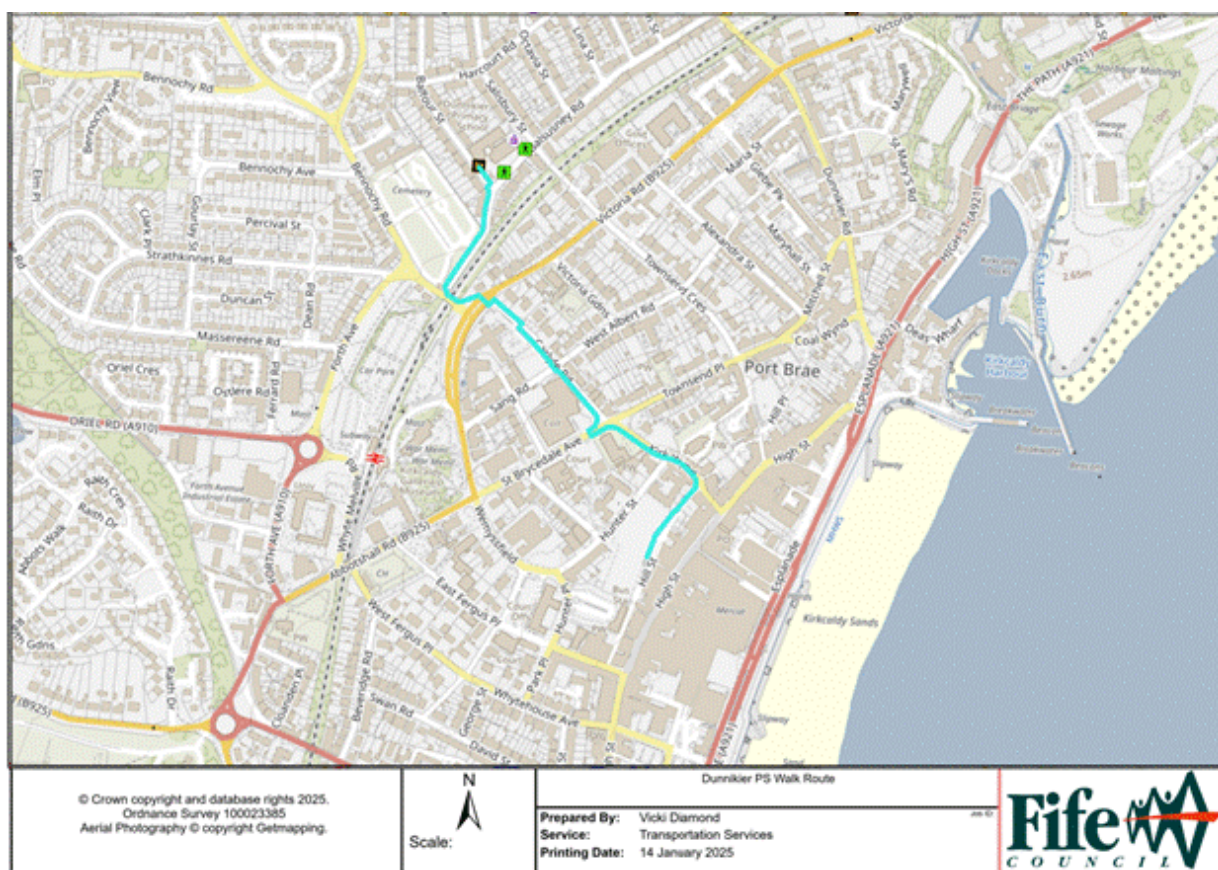
None

If the conclusion is yes, please describe below any action that would be recommended to improve the route.

None

## WALKED ROUTE ASSESSMENT FORM SUPPLEMENTARY INFORMATION

### Route Map



## WALKED ROUTE ASSESSMENT FORM

This form is for the purpose of recording the key findings and observations arising from a walked route assessment.

### Record of Findings (collated from any Assessors notes/observations)

#### School/Educational Establishment & Route details

School/Educational Establishment Name	Route – write a brief description only (start/end point and key roads).
Dunnikier PS	<i>Esplanade/Cowan Street at Charlotte Street (at former Jackie's O building) to Balsusney Road</i>

#### Assessment Details

Date Thursday 6 February 2025	Time 8.30 am
Weather Conditions	Key Observations
Sunny day, frost	Straightforward route

#### Assessors

Name	Designation	Organisation	Contact Details
Avril Graham	Team Manager	Education	444204
Lesley Gault	Transportation Officer	Transportation	444379
Nicola Philp	Project Officer	Safer Communities	446125

#### Observers (including Councillors)

Name	Designation	Organisation	Contact Details
Judy Hamilton	Councillor	Fife Council	N/A

**1. Is there a continuous adequate footway?**

Describe the footpath suitability / condition / length

Continuous tarmacked footpath throughout the route and of suitable width

Explain if there is a requirement to cross a road

Crossed at:  
Volunteers Green/Thistle Street at Society Building onto Charlotte Street,  
At High Street on the corner of Montague's, crossed at Hill Street.  
On Hunter Place outside bus station/back of Town House building crossed at the Pedestrian crossing.  
Crossed as Wemyssfield 2 junction as council offices.  
  
Crossed at pedestrian crossing at junction Abbotshall Road/St Brycedale Avenue and continue on Bennoch Road/Victoria Road to pedestrian crossing at traffic lights.  
  
Crossed at corner of Balsusney Road to Balfour Street.

Describe where it is appropriate to cross

Pedestrian crossing used on Hunter Place, St Brycedale Avenue/Abbotshall Road and at Victoria Road/Bennoch Road traffic lights. All of the side streets had dipped kerbs and traffic was light.

What is the visibility like at the point(s) of crossing?

Visibility at all crossing points is good but irrelevant at Victoria Road and St Brycedale Avenue as pedestrian crossings used to stop traffic.

**If the width of the footway is less than 1 metre, consider the following specific factors:**

**YES NO**

What is the length of the section(s)

Is there the ability to step off onto an adjacent verge?

Can stepping onto the road be avoided?

What is the traffic flow like and speed limit?

Are sightlines and visibility good here?

Is the section free from any additional footway obstructions?

Is there any relevant accident data?

**CONCLUSION: continuous adequate footway?**

Yes

No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 2.*

**2. In the absence of a continuous adequate footway, are there step offs with adequate sight lines?**

Describe the suitability and nature of step offs

What is the visibility like at the step offs?

**CONCLUSION: step offs with adequate sight lines?**

Yes

No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 3.*

**3. In the absence of a continuous adequate footway or step offs with adequate sight lines, where the route requires walking on the road surface, are there adequate sight lines?**

Provide details

**CONCLUSION: are there adequate sight lines?**

Yes

No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, the route is an unsafe walking route, please go to question 5.*



**4. Are there any other considerations that will impact on the assessment outcome?**

Describe the overall visibility / sight lines for pedestrians\*

Sightlines and visibility were good for all of the route.

Describe traffic flow observations \*

Typical traffic flow as expected within a town but not heavy. Traffic was busier around the school but was lighter once away from the school.

**YES NO**

Is there a need for a formal traffic count/gap analysis?

List all crossings / patrols / islands & speed limits

Thistle Street/Volunteers Green – 20 mph  
High Street/Hill Street – 20 mph  
Hunter Place at bus station – 20 mph  
Wemyssfield at council offices – 20 mph  
Abbotshall Road/St Brycedale Avenue at pedestrian crossing – 30 mph  
Bennochty Road/Victoria Road at pedestrian crossing – 30 mph  
Balsusney Road/Balfour Street – 20 mph

Describe any Paths/  
Wooded Areas/  
Vegetation/ known  
flooding (frequency  
over a year)

None

What is the availability  
of public transport for  
the route?

Will be a regular service to/from the bus station via Bennochty Road.

Are there any  
exceptional features  
on the route e.g. type  
of vehicles?

n/a

Transport Scotland  
Input (if appropriate)

n/a

for routes along A92 & A985

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Accident Data  
(damage only, slight,  
serious & fatal  
covering the last 3  
years)

n/a
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**CONCLUSION: Are there any other considerations  
that will impact on the assessment outcome?**

Yes      No

*\*Where the traffic flow / sight line is considered, a record of any vehicle count / speed survey should be retained. Only relevant where a road is crossed without available traffic interrupters.*

5. **CONCLUSION: is the route available?**

Yes      No

<b>If the conclusion is no, please describe below any action that would be required that would allow for the route to be assessed as available in future</b>
--

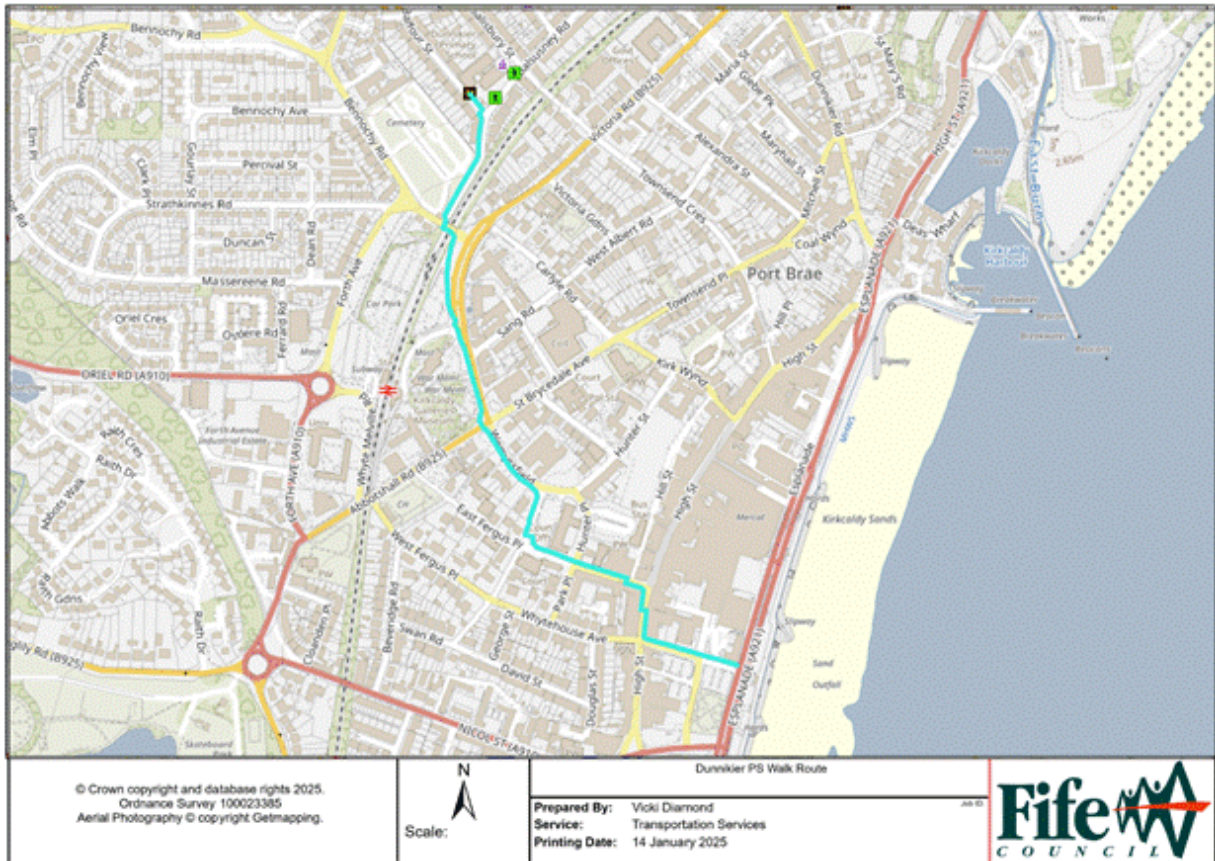
None
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<b>If the conclusion is yes, please describe below any action that would be recommended to improve the route.</b>
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None
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# WALKED ROUTE ASSESSMENT FORM SUPPLEMENTARY INFORMATION

## Route Map



## WALKED ROUTE ASSESSMENT FORM

This form is for the purpose of recording the key findings and observations arising from a walked route assessment.

### Record of Findings (collated from any Assessors notes/observations)

#### School/Educational Establishment & Route details

School/Educational Establishment Name	Route – write a brief description only (start/end point and key roads). <i>Attach map at end of document</i>
Dunnikier PS	Route walked from Hill Street, Kirkcaldy to Dunnikier PS.

#### Assessment Details

Date 23/01/2025	Time AM – Left at 8:30 am, Arrived at 8:40 am
Weather Conditions Sunny	Key Observations – Route was straightforward.

#### Assessors

Name	Designation	Organisation	Contact Details
Sheila Hastie	Compliance Officer	Education Directorate	Voip 471771
Lesley Gault	Transport Officer	School Transport	Voip 444379
Gillian Kelly	Safer Communities Project Officer	Com HN Housing Estates & Safer Communities	<a href="mailto:gillian.kelly@fife.gov.uk">gillian.kelly@fife.gov.uk</a>

#### Observers (including Councillors)

Name	Designation	Organisation	Contact Details
Cllr Hamilton	Ward 11	Fife Council	N/A
Cllr Cameron	Ward 11	Fife Council	N/A

**1. Is there a continuous adequate footway?**

Describe the footpath suitability / condition / length

Continuous tarmacked footpath throughout the route.  
Suitable width.

Explain if there is a requirement to cross a road

Crossed at:  
Hunter Street/Place  
South Fergus Place  
Abbotshall Road and walked opposite side of road from map  
Bennochty Road

Describe where it is appropriate to cross

Crossed at dipped kerbs at Hunter Street/Place.  
Puffin crossing used at Whytescausway/Hunter Place  
Pelican crossing used at Abbotshall Road  
Dipped kerbs used at Bennochty Road onto Balsusney Road

What is the visibility like at the point(s) of crossing?

Visibility was good at all crossing points. No issues with line of sight.

**If the width of the footway is less than 1 metre, consider the following specific factors:**

**YES NO**

What is the length of the section(s)

Is there the ability to step off onto an adjacent verge?

Can stepping onto the road be avoided?

What is the traffic flow like and speed limit?

Are sightlines and visibility good here?

Is the section free from any additional footway obstructions?

Is there any relevant accident data?

**CONCLUSION: continuous adequate footway?**

Yes

No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 2.*

**2. In the absence of a continuous adequate footway, are there step offs with adequate sight lines?**

Describe the suitability and nature of step offs

What is the visibility like at the step offs?

**CONCLUSION: step offs with adequate sight lines?**

Yes

No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, please go to question 3.*

**3. In the absence of a continuous adequate footway or step offs with adequate sight lines, where the route requires walking on the road surface, are there adequate sight lines?**

Provide details

**CONCLUSION: are there adequate sight lines?**

Yes

No

*If yes, at this stage the route is deemed to be a non-hazardous walking route, please go to question 4. If no, the route is an unsafe walking route, please go to question 5.*

**4. Are there any other considerations that will impact on the assessment outcome?**

Describe the overall visibility / sight lines for pedestrians\*

Sightlines and visibility were good throughout the route.

Describe traffic flow observations \*

Traffic was not heavy until we got to the school. A lot of parents dropping pupils off and cars sitting on 'Keep Clear' marker.

YES NO

Is there a need for a formal traffic count/gap analysis?

List all crossings / patrols / islands & speed limits

30 mph at all crossings:  
Hunter Street/Place  
South Fergus Place  
Abbotshall Road and walked opposite side of road from map  
Bennoch Road

Describe any Paths/ Wooded Areas/ Vegetation/ known flooding (frequency over a year)

Make reference to the combination of site-specific factors including:  
•surface was in good condition  
•visibility/sightlines were good throughout the route  
•no vegetation or other barriers

What is the availability of public transport for the route?

There will be a regular service to/from the bus station via Bennoch Road.

Are there any exceptional features on the route e.g. type of vehicles?

N/A

Transport Scotland Input (if appropriate) for routes along A92 & A985

N/A

Accident Data (damage only, slight, serious & fatal covering the last 3 years)

N/A



**CONCLUSION: Are there any other considerations that will impact on the assessment outcome?**

Yes      No

*\*Where the traffic flow / sight line is considered, a record of any vehicle count / speed survey should be retained. Only relevant where a road is crossed without available traffic interrupters.*

**5. CONCLUSION: is the route available?**

Yes      No

<b>If the conclusion is no, please describe below any action that would be required that would allow for the route to be assessed as available in future</b>
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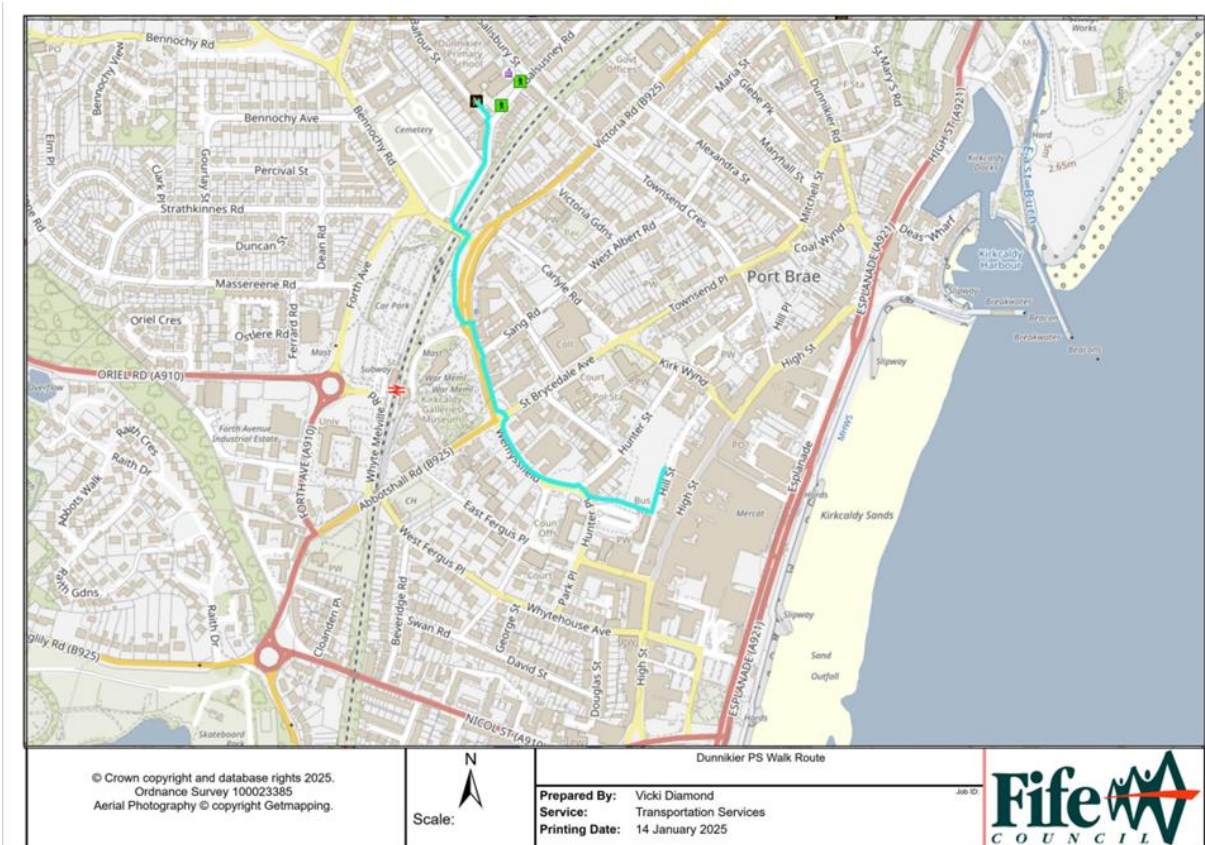
Action required: N/A
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<b>If the conclusion is yes, please describe below any action that would be recommended to improve the route.</b>
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Action proposed: None
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# WALKED ROUTE ASSESSMENT FORM SUPPLEMENTARY INFORMATION

## Route Map



## Appendix J – Equality Impact Assessment

### Part 1: Background and information

<b>Title of proposal</b>	The rezoning of the catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from 4 July 2025.
<b>Brief description of proposal (including intended outcomes &amp; purpose)</b>	<p>This is a new proposal to rezone the catchment areas of Kirkcaldy West Primary School and Dunnikier Primary School from 4 July 2025.</p> <p>Currently respective catchment pupils can be accommodated within both Kirkcaldy West and Dunnikier Primary Schools, however housing sites in the Kirkcaldy West catchment area require to be accommodated at a school located in the community. The school has been extended, through use of modular accommodation, and no further accommodation can be added to the site. Roll projections show that Dunnikier Primary School has spare capacity to accommodate new pupils.</p> <p>The distribution of pupils across the Kirkcaldy Town Centre area will ensure that both schools are within capacity and all new pupils can be accommodated.</p> <p>Failure to rezone the catchment areas could result in an oversubscription of catchment pupils for Kirkcaldy West Primary School catchment area, where priority criteria would need to be applied for all catchment pupils to determine which pupils were allocated a place at Kirkcaldy West Primary School.</p> <p>The proposal has been consulted in accordance with the Schools (Consultation) (Scotland) Act 2010.</p> <p>The proposal will not impact on any pupil who is due to start Primary One in August 2025 as they have enrolled for their existing primary school.</p> <p>If this proposal is approved by the Cabinet Committee on 29 May 2025 this will result in the realignment of catchment areas to ensure a more balanced distribution of housing across the area, ensuring that Kirkcaldy West Primary</p>

	<p>School has sufficient space to accommodate catchment pupils and deliver the full breadth of the curriculum within the existing accommodation.</p> <p>For Dunnikier Primary School this will ensure a maintained roll and occupancy if catchment pupils attend Dunnikier Primary School.</p> <p>It is important to note that there will be no changes to the secondary catchment area of Balwearie High School as currently both Kirkcaldy West and Dunnikier Primary Schools are associated with Balwearie High School. There are also no changes to the Roman Catholic catchment areas of St Marie's RC Primary School and St Andrew's RC High School.</p>
<b>Lead Directorate / Service / Partnership</b>	Shelagh McLean, Head of Service, Education
<b>EqlA lead person</b>	Kim Lawson, Compliance Officer, Education Directorate
<b>EqlA contributors</b>	All relevant consultees, as defined by the Schools (Consultation) (Scotland) Act 2010, were invited to participate in the formal consultation process. The Equality Impact Assessment was contributed to by a range of staff within Fife Council.
<b>Date of EqlA</b>	15 April 2025

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

<b>General duties</b>	<b>Please Explain</b>
Eliminating discrimination, harassment and victimisation	

Advancing equality of opportunity	<p>Both schools have sufficient accommodation to allow young people to socialise in a variety of areas both inside and out and this will include accessible areas to include any young people with additional support needs. Dunnikier Primary School has a variety of multi-purpose areas which allow the full breadth of the curriculum to be experienced. For Kirkcaldy West Primary School the change will enable this to happen with a school roll to be managed within the classes of the school.</p> <p>There may be some negative impact for pupils who currently walk to Kirkcaldy West Primary School. The distance to Dunnikier Primary School may be slightly longer for some pupils. However, the majority of the area proposed to be rezoned is within one mile walking route. For any pupils who are over one mile, they will be entitled to free transport to school.</p> <p>The Education Directorate has assessed available walking routes as per existing policy from three different directions for pupils affected by this rezoning proposal.</p>
Fostering good relations	
Socio-economic disadvantage	<p>Whilst we recognise the journey to school will be extended for some pupils living within close proximity of their existing primary school, across all socio-economic groups, we would continue to promote a healthy lifestyle which includes exercise and activity both within and outwith school. Promoting active travel would contribute to this healthy lifestyle choice.</p>
Inequalities of outcome	<p>The Education Directorate is confident that the facilities and resources on offer within both primary schools will ensure</p>

	that the wide range of the curriculum is delivered with pupil opportunities, extra-curricular activities and inclusive approaches supporting a focus on improved outcomes for all of the young people.
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Having considered the general duties above, if there is likely to be no impact on any of the equality groups, parts 2 and 3 of the impact assessment may not need to be completed. Please provide an explanation (based on evidence) if this is the case.

## Part 2: Evidence and Impact Assessment

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

Protected characteristic	Positive impact	Negative impact	No impact
Disabled people			No impact
Sexual orientation			No impact
Women			No impact
Men			No impact
Transgendered people			No impact
Race (includes gypsy travellers)			No impact
Age (including older people aged 60+)		May impact on grandparents who have a longer distance to travel to collect pupils from school.	
Children and young people	School buildings with multi-purpose space available to provide greater flexibility		

	and enhanced opportunities for pupils.		
Religion or belief			No impact
Pregnancy & maternity			No impact
Marriage & civil partnership			No impact

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

	<b>Positive impact</b>	<b>Negative impact</b>	<b>No impact</b>
Looked after children and care leavers	Additional spaces to ensure the needs of care experienced pupils can be met e.g. multi-agency meetings can take place		
Privacy (e.g. information security & data protection)			No impact
Economy			No impact

1.0 Please record the evidence used to support the impact assessment. This could include officer knowledge and experience, research, customer surveys, service user engagement.

2.0 Any evidence gaps can also be highlighted below.

<b>Evidence used</b>	<b>Source of evidence</b>
1. Knowledge of existing school provision/practice	Officer discussion/consultation
2. School facilities and accommodation	School layout plans



3. Feedback received from relevant parties during the statutory consultation process	Consultation Response Forms, public meetings and pupil consultation, report from HMI Education Scotland
<b>Evidence gaps</b>	<b>Planned action to address evidence gaps</b>

### Part 3: Recommendations and Sign Off

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

Recommendation	Lead person	Timescale
1. Ensure any pupil from nursery or other pupils wishing to relocate to their new catchment school have an enhanced transition prior to relocating to the new school	Headteachers	August 2025 onwards
2. Ensure walked route assessments are completed and impact on school travel plans	Education/Transportation/ Community Safety	February/March 2025 onwards

### **Sign off**

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

Date completed:	Date sent to Community Investment Team: <a href="mailto:Enquiry.equalities@fife.gov.uk">Enquiry.equalities@fife.gov.uk</a>
Senior Officer: Shelagh McLean	Designation: Head of Service, Education

FOR COMMUNITY INVESTMENT TEAM ONLY

EqIA Ref No.	
Date checked and initials	