

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 - (Bennochly & 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
- 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, 4th Floor, Fife House North Street, Glenrothes or by email to: 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 and available from this link, 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
- 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, 4th Floor (West), Fife House, North Street, Glenrothes KY7 5LT.
- By email to: sustainableschoolestate.enquiries@fife.gov.uk
- by completing the Consultation Response Form online at ([Managing Our School Estate | Fife Council \(https://forms.office.com/e/huvGUjH2\)](https://forms.office.com/e/huvGUjH2))
- by emailing a completed Consultation Response Form to: 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

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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 \(objective.co.uk\)](#)), 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 \(arcgis.com\)](#)), 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:

School Year	School Roll	Maximum Capacity	Occupancy
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 school 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	<p>Public meetings</p> <ul style="list-style-type: none"> • Kirkcaldy West PS – Monday 3 February 2025 from 6-7 pm • Dunnikier PS – Monday 10 February 2025 from 6-7 pm <p>Drop-in sessions</p> <ul style="list-style-type: none"> • Kirkcaldy West PS – Monday 3 February 2025 at 8.45-9.30 and 5-6 pm before the public meeting • Dunnikier PS – Monday 10 February 2025 at 8.45-9.30 am and 5-6 pm before the public meeting • Kirkcaldy West PS – Tuesday 11 February 2025 at 2.45-3.30 pm • Dunnikier PS – Tuesday 18 February 2025 at 2.45-3.30 pm
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/টেইপ ও ব্রিটিশ সাইন ল্যাংগুয়েজ ইত্যাদি মাধ্যমে পাওয়া যাবে।

বলের 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 أشرطة/أقراص مضغوطة صوتية مع الترجمة بلغة الإشارة البريطانية من خلال الاتصال بالرقم 03451 55 55 77
تتراوح تكلفة المكالمات بين 3 إلى 7 بنسات في الدقيقة من أي خط أرضي في المملكة المتحدة، وقد تختلف أسعار المكالمات بالهاتف المحمول.

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

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

Informacje zawarte w tym dokumencie mogą zostać udostępnione w wersji drukowanej dużą czcionką, w 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.

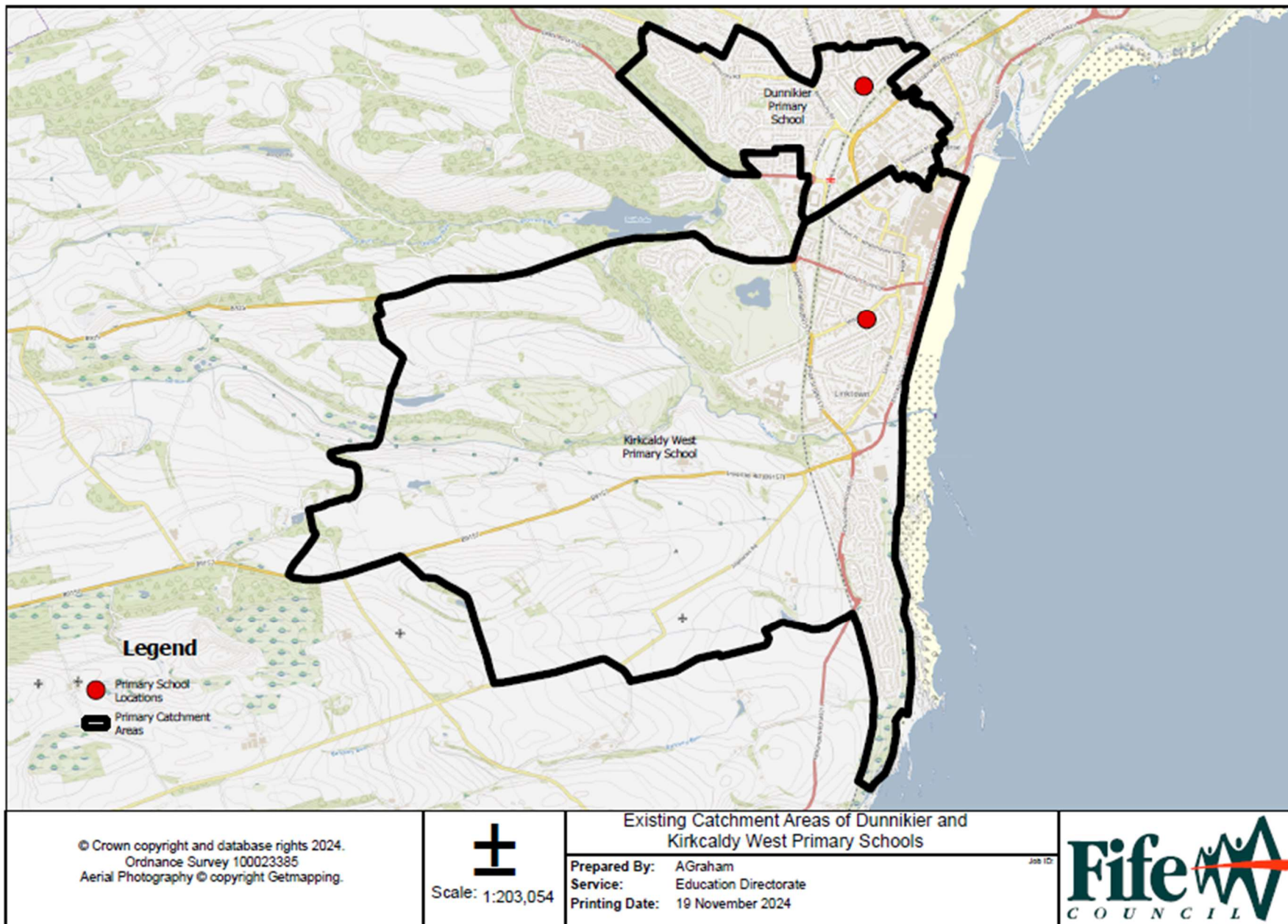
Koszt połączenia wynosi 3-7p za minutę z brytyjskich telefonów stacjonarnych, koszty połączeń z telefonów komórkowych mogą być różne.

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।

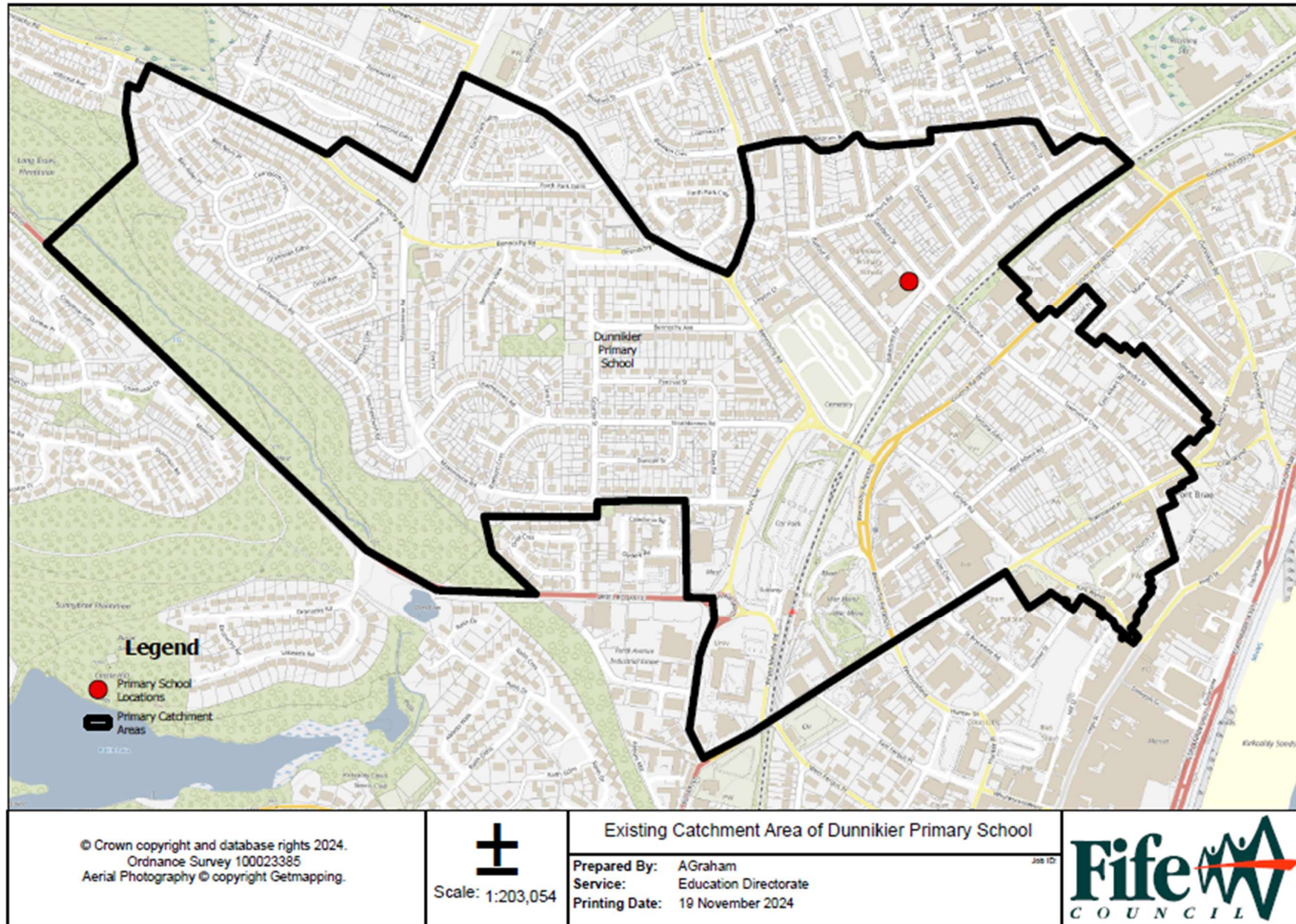
ਯੂ.ਕੇ. ਲੈਂਡਲਾਈਨ ਰਾਹੀਂ ਕਾਲ ਕਰਨ ਦਾ ਖਰਚਾ 3 ਤੋਂ 7 ਪੈਨੀਆਂ ਪ੍ਰਤੀ ਮਿੰਟ ਹੋਵੇਗਾ, ਮੋਬਾਈਲਾਂ ਦੇ ਰੇਟ ਵੱਖਰੇ ਵੱਖਰੇ ਹੋ ਸਕਦੇ ਹਨ।

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

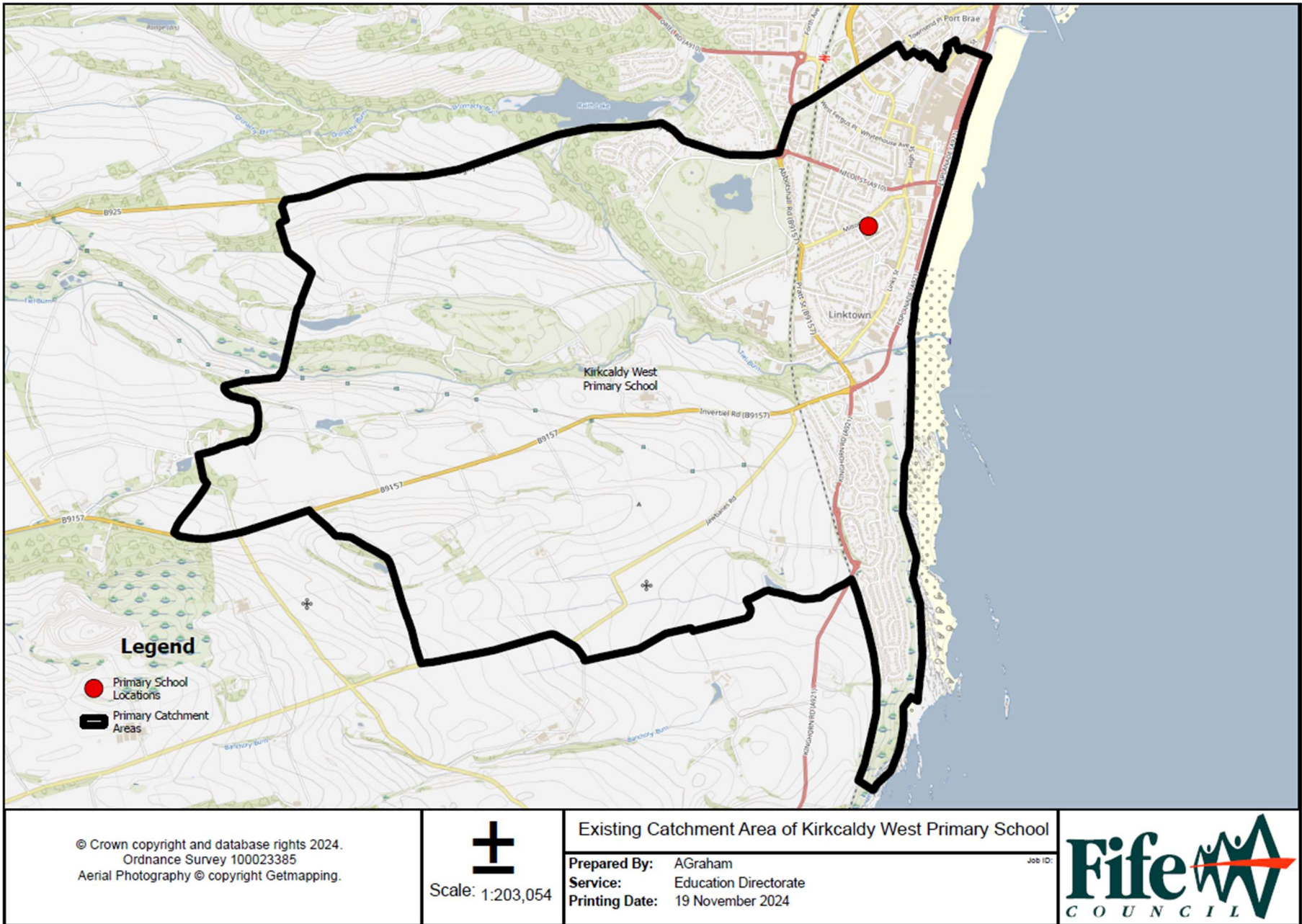
Appendix 1 - Map of existing catchment areas of Dunnikier and Kirkcaldy West Primary Schools



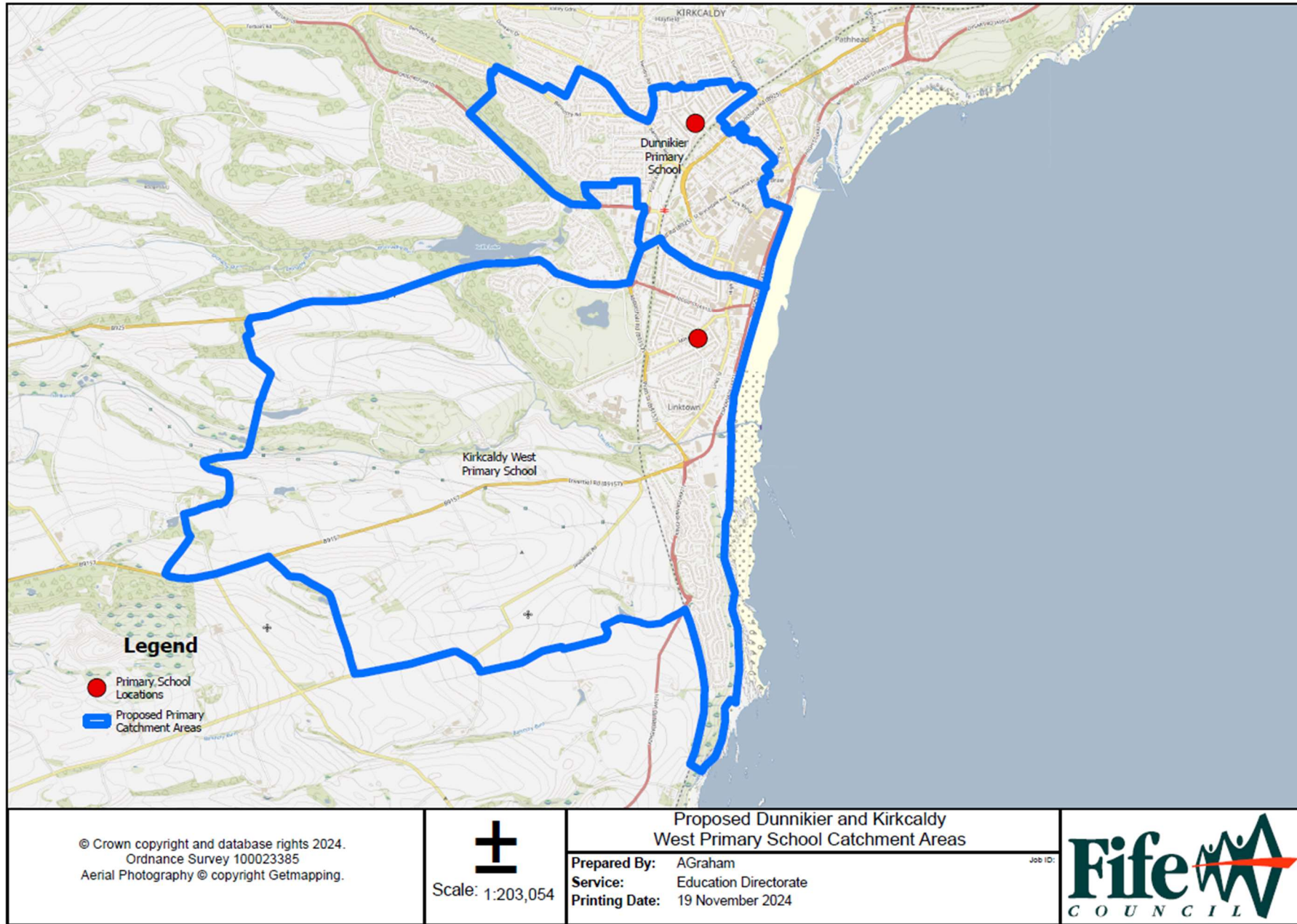
Appendix 2 - Map of existing Dunnikier Primary School Catchment Area



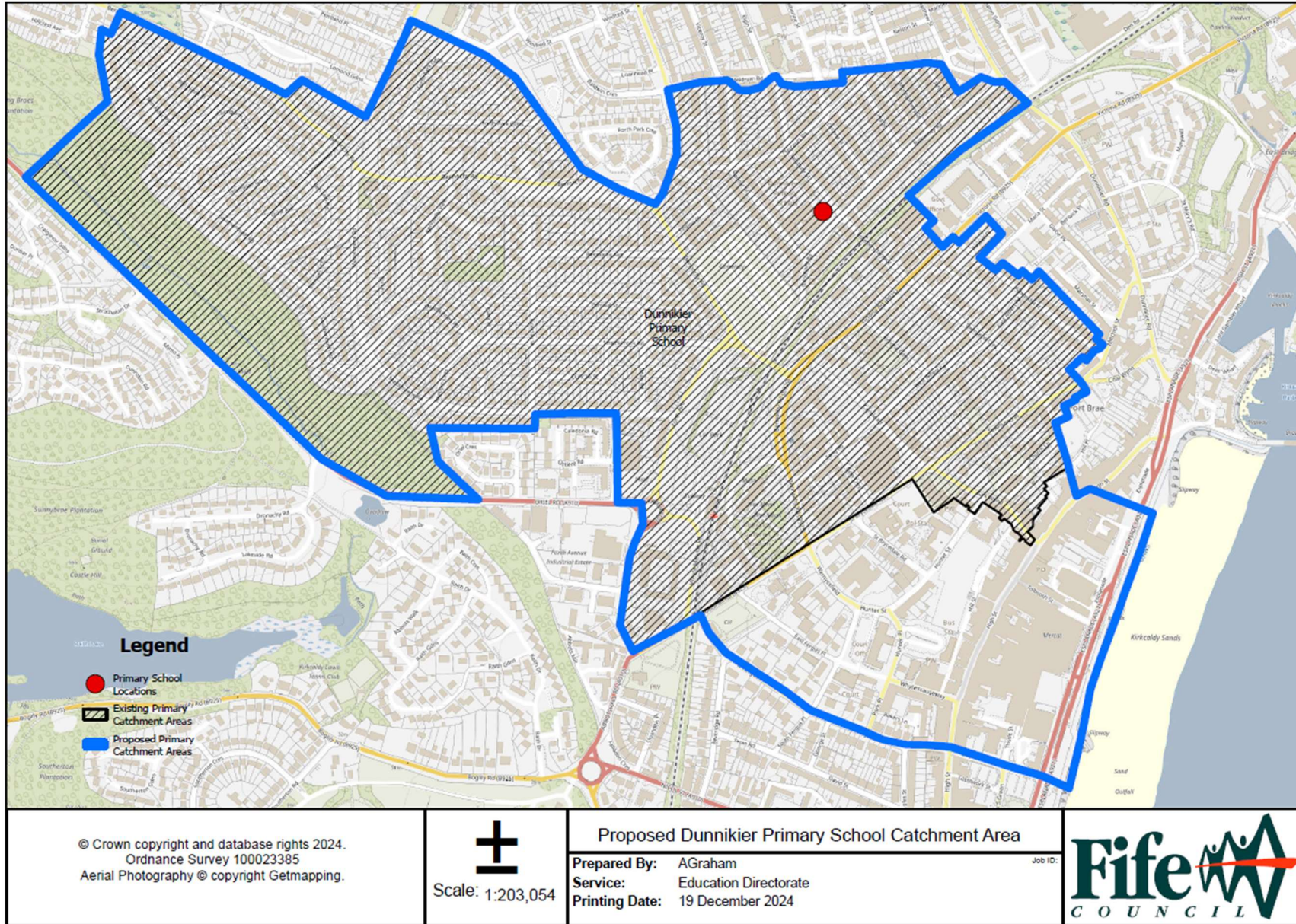
Appendix 3 - Map of existing Kirkcaldy West Primary School Catchment Area



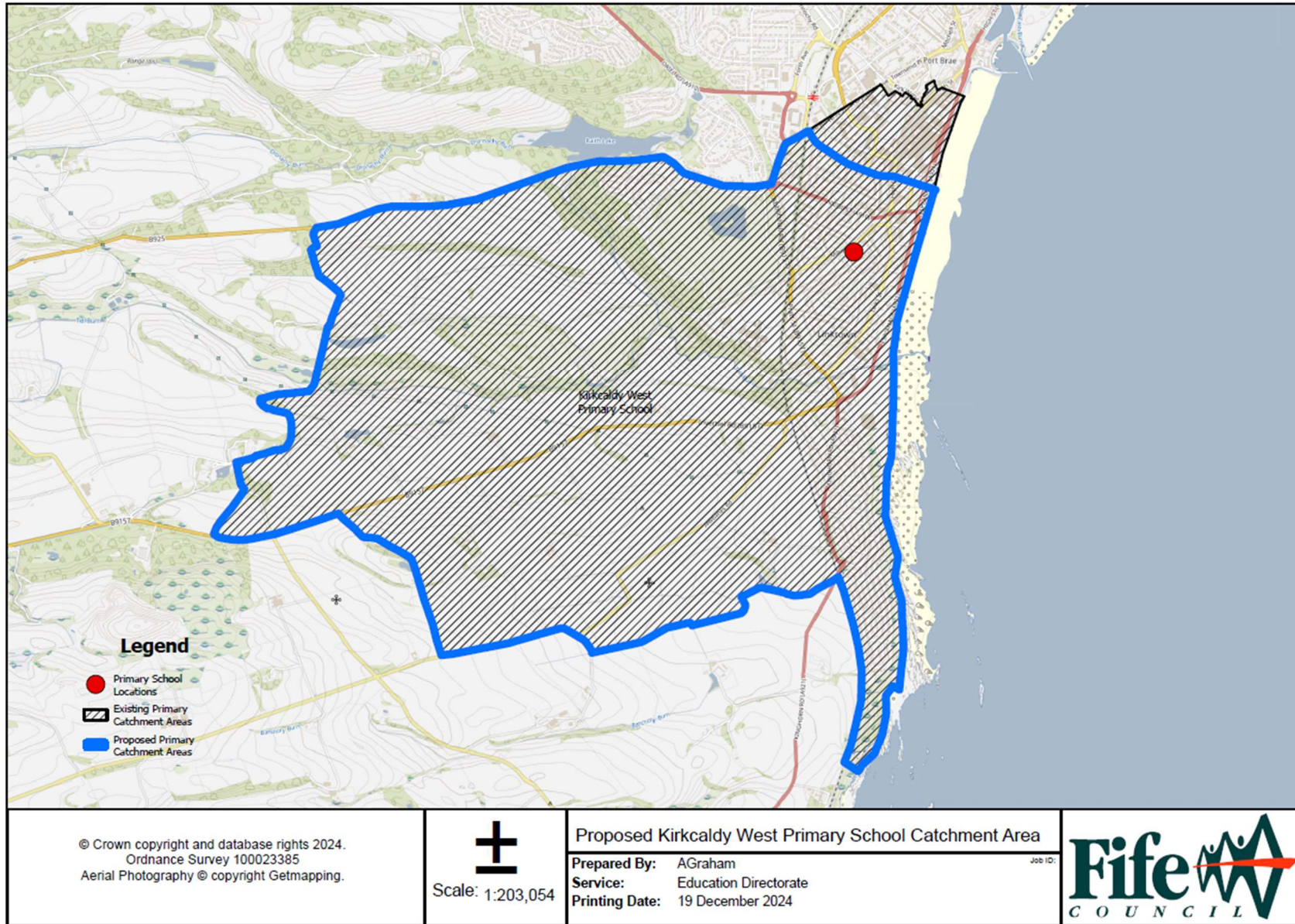
Appendix 4 - Map of proposed Dunnikier and Kirkcaldy West Primary School Catchment Areas



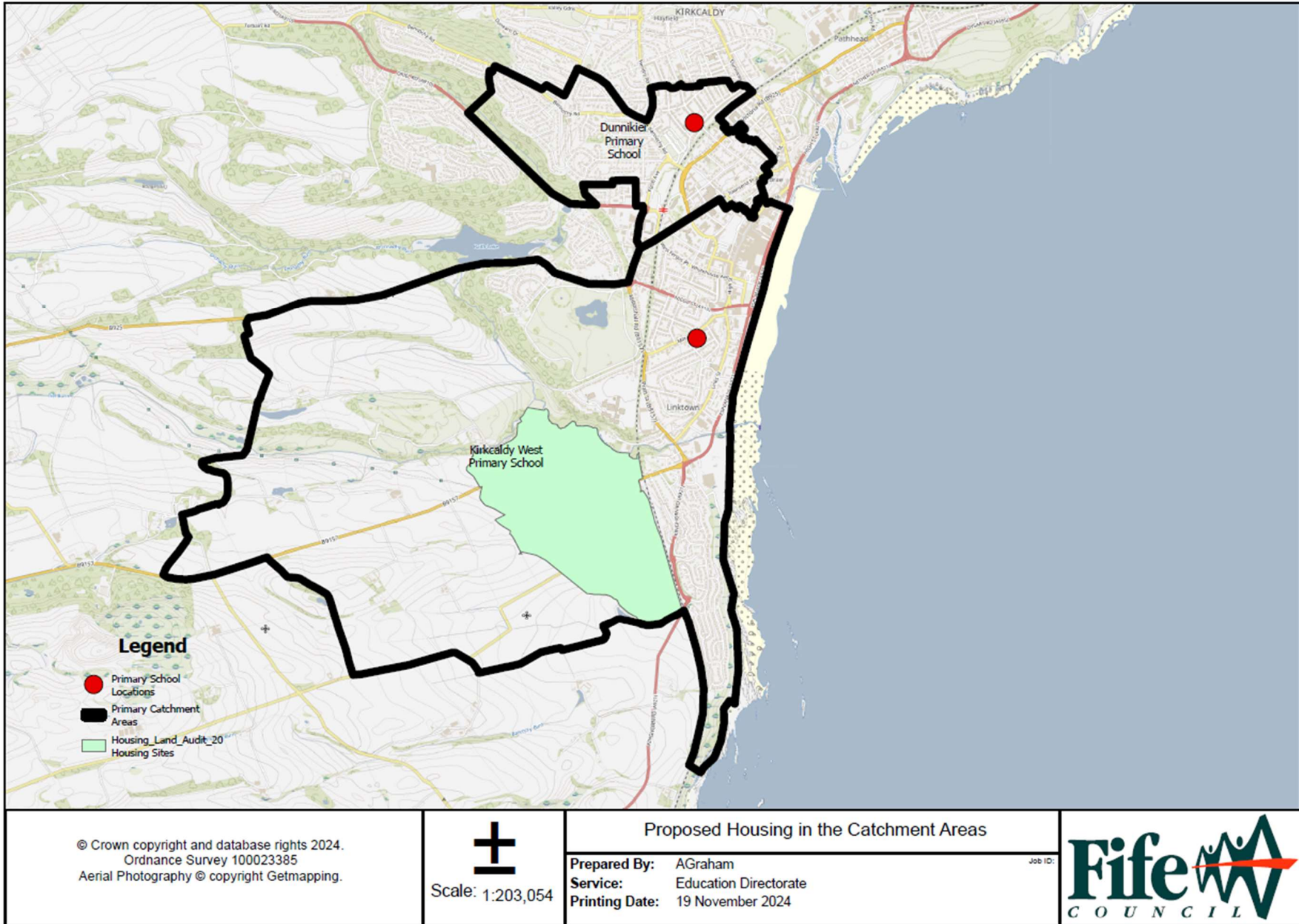
Appendix 5 – Map of proposed Dunnikier Primary School Catchment Area



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



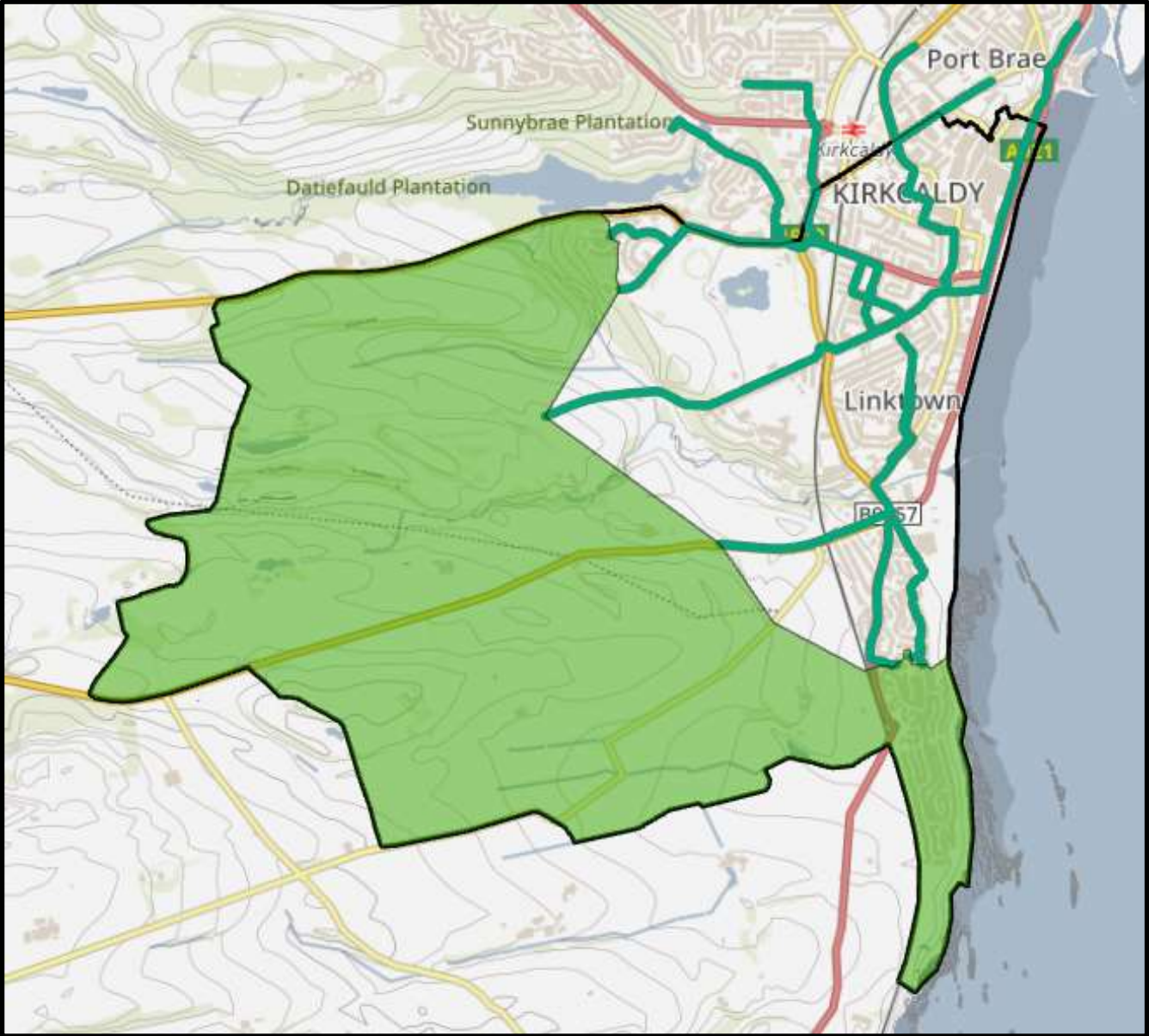
Appendix 7 – Map of proposed housing in the school catchment areas



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/resources/consultation-papers/corporate/School%20estates%20core%20facts%20overview.pdf)

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/huvqUiGjH2>

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)

I am a:	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)

I live in the:	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	<input type="checkbox"/>	<input type="checkbox"/>	No	<input type="checkbox"/>	<input type="checkbox"/>	Don't know	<input type="checkbox"/>
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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	
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Thank you for taking part in this consultation. For further information on how we use your data please visit: www.fife.gov.uk/privacy/education

Please complete online at:

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

by close of business on Friday 7 March 2025.