

SCOTTISH BORDERS COUNCIL
CHILDREN AND YOUNG PEOPLE'S SERVICES
PROPOSAL PAPER

FEBRUARY 2017

ETTRICK PRIMARY SCHOOL

PROPOSAL

That subject to the outcome of this Proposal exercise and statutory consultation process as set out in the Schools (Consultation) (Scotland) Act 2010 , as amended:

(a) Ettrick Primary School be permanently discontinued as a school and closed, with effect from 31 August 2017, or as soon as possible thereafter.

(b) On closure of Ettrick Primary School, its catchment area be permanently zoned in full to Kirkhope Primary School, with effect from 31 August 2017, or as soon as possible thereafter;

Kirkhope Primary School and Yarrow Primary School currently share a headteacher and accordingly the following schools are affected by the Proposals:

- Ettrick Primary School
- Kirkhope Primary School
- Yarrow Primary School
- Selkirk High School

This Proposal Paper has been issue by Scottish Borders Council Children and Young People's Services in terms of the Schools (Consultation) (Scotland) act 2010.

1. THE PROPOSALS

1.1 Statutory Context

This Proposal Paper has been prepared by Scottish Borders Council's Children and Young People's Services in accordance with the Schools (Consultation) (Scotland) Act 2010, as amended (the Act).

The Act sets out a consultation procedure which a Local Authority must follow for certain proposals affecting schools in their area. The current proposals to permanently discontinue a school and to designate the catchment area to another school catchment area are relevant proposals. These proposals are therefore subject to the statutory consultation procedure.

In addition the Act makes special arrangement in regard to rural schools, establishing in effect a presumption against closure of rural schools. The result of this is that the Local Authority must have special regard to a number of factors before formulating a proposal to close a rural school and then consulting on and reaching a decision as to whether to implement a rural school closure proposal. The current proposals are in respect of a rural school and these provisions accordingly apply. In compliance with these legal requirements the Council has carried out an Options Appraisal in respect of the potential closure of Ettrick Primary School and the resultant Options Appraisal Report is published on the Scottish Borders Council website: www.scotborders.gov.uk/ettrick and copies will be available for inspection, free of charge at the places listed in 2.1(a) below.

The Options Appraisal Report having considered all reasonable alternatives to the closure proposal concludes that closure of Ettrick Primary School is the most appropriate response.

This Proposal Paper sets out the details of the relevant proposals and contains the Educational Benefits in respect of the Proposals.

1.2 Detail of the Proposals

That subject to the outcome of this Proposal exercise and statutory consultation process as set out in the Schools (Consultation) (Scotland) Act 2010, as amended:

- (a) Ettrick Primary School (currently mothballed) is permanently discontinued and closed.
- (b) The catchment area for Ettrick Primary School is discontinued and zoned to Kirkhope Primary School catchment.
- (c) The catchment area for Kirkhope Primary School is altered to include the current catchment area for Ettrick Primary School.

These proposals therefore have implications for Kirkhope Primary School, Yarrow Primary School and Selkirk High School.

The proposed date for the implementation of the Proposals is 31 August 2017.

2. SUMMARY OF THE PROCESS FOR THIS PROPOSAL PAPER

PUBLICATION INFORMATION

2.1 Proposal Paper Published

- (a) The proposal paper will be available for inspection, free of charge, at:
- Council Headquarters, Newtown St Boswells, TD6 0SA
 - Ettrick Village Hall, Ettrick, TD7 5JA
 - Kirkhope Primary School, Ettrickbridge, by Selkirk, TD7 5JJ
 - Yarrow Primary School, Yarrow, by Selkirk, TD7 5NE
 - Selkirk High School, Hillside Terrace, Selkirk, TD7 4EW
 - Selkirk Library, Ettrick Terrace, Selkirk, TD7 4LE

and published on the Scottish Borders Council website:
www.scotborders.gov.uk/ettrick

- (b) Copies of this Proposal Paper are also available on request from:

Ettrick Primary School Consultation
Children and Young People's Services
Scottish Borders Council
Council Headquarters
Newtown St Boswells
Melrose
TD6 0SA
Telephone: 01835825080
E-mail: schoolestates@scotborders.gov.uk

- (c) This Proposal Paper is available in alternative formats or in translated form for readers whose first language is not English. Please apply to:

Ettrick Primary School Consultation
Children & Young People's Services
Scottish Borders Council
Council Headquarters
Newtown St Boswells
Melrose
TD6 0SA
Telephone: 01835 825080
E-mail: schoolestates@scotborders.gov.uk

- (d) Formal notice of the Proposals and relevant information will be given and be made available, free of charge, to the consultees listed as follows:
- the parents/carers of the children who attend Kirkhope Primary School, Yarrow Primary School and Selkirk High School
 - the Parent Councils of the affected schools;
 - the parent/carers of any children likely to attend Ettrick Primary School or any affected school within two years of the date of the publication of the Proposals Paper;
 - the pupils attending Kirkhope Primary School, Yarrow Primary School and Selkirk High Schools insofar as the Education Authority considers them to be of a suitable age and maturity;

- any Trade Union which is representative of the staff;
- the Staff (teaching and non-teaching) at the affected schools
- the Community Councils of Ettrick & Yarrow and Selkirk & District
- Community Planning Partnership named partners
- the constituency Member of the Scottish Parliament;
- the constituency Member of Parliament;
- the List Members of the Scottish Parliament.

2.2 Advertisement in Local Media

An advertisement will be placed in the relevant local media the week beginning 30 January 2017, giving the dates for the consultation period for public meetings.

2.3 Consultation Period

The consultation for this Proposal will run from Monday 6 February 2017 and will end on Friday 24 March 2017. This period allows for the statutory minimum of six weeks, including at least thirty school days.

2.4 Public Meetings

A public meeting will be held, the details of which are set out below:

Wednesday 22 February 2017 at 19:00
at
Ettrick Village Hall
Ettrick
TD7 5JA

2.5 Format of Public Meeting

Anyone wishing to attend the public meeting is invited to do so. The meeting, which will be convened by Scottish Borders Council, will be addressed by the Director of Children and Young People's Services, and other Senior Officers of the Council.

The meetings will provide an opportunity to:

- Hear more about the Proposals
- Ask questions about the Proposals
- Have your views recorded so that they can be taken into account as part of the Proposals process.

A note will be taken at the meeting of comments, questions and officer responses. These notes will be published on the Council website and a copy will be made available on request. These notes will be forwarded to Education

Scotland, along with other submissions and comments received by the Council during the consultation process.

2.6 Meetings with Pupils and Staff

Meetings will be held with pupils and staff in the affected schools. A record of questions, responses and views will be taken and this will be published in the Consultation Report.

3. RESPONSES TO THE PROPOSAL

- 3.1 Interested parties are invited to respond to the Proposal by making written or electronic submissions on the Proposal to:

Ettrick Primary School Consultation
Children and Young People's Services
Scottish Borders Council
Council Headquarters
Newtown St Boswells
Melrose
TD6 0SA
or

Web Address: www.scotborders.gov.uk/ettrick

- 3.2 A response form is available from Children & Young People's Services, Scottish Borders Council, Council Headquarters, Newtown St Boswells, Melrose TD6 0SA or online at www.scotborders.gov.uk/ettrick for the convenience of those wishing to respond. Its use is not compulsory. The response form is provided in Appendix 7.
- 3.3 If you wish to respond by letter or electronically, you are invited to state your relationship with the school – for example, “pupil”, “parent”, “carer”, “relative”, “former pupil”, “teacher in school”, “member of the community” etc. Responses from Parent Councils, staff and Pupil Councils are particularly welcome.
- 3.4 Those sending in a response, whether by letter or electronically, should know that their response will be open to public scrutiny and may have to be supplied to anyone making a reasonable request to see it. If they do not wish their response to be made publicly available, they should clearly write on the document: “I wish my response to be considered as confidential with access restricted to Councillors and Council Officers of Scottish Borders Council”. Otherwise, it will be assumed that the person making the response agrees to it being made publicly available.
- 3.5 All written responses must be received by the last day of the consultation period, **Friday 24 March 2017 at 5.00pm.**

4. INVOLVEMENT OF EDUCATION SCOTLAND

- 4.1 When the Proposal document is published, a copy will also be sent to Education Scotland by Scottish Borders 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 agree, a summary of them. Education Scotland will further receive a summary of any oral representations made to the Council at the public meeting that will be held and, as available (and so far as otherwise practicable), a copy of any other relevant documentation. Education Scotland will then prepare a report on the educational aspects of the proposal not later than 3 weeks after the Council has sent them all representations and documents mentioned above. In some cases, it is possible for them to extend the 3 weeks with the agreement of the Authority. However, for the avoidance of doubt, the 3 week period will not start until after the consultation period has ended. In preparing their report, Education Scotland may enter the affected school(s) and make such reasonable enquiries of such people there as they consider appropriate and may make such reasonable enquiries of such other people as they consider appropriate.

5. PREPARATION OF CONSULTATION REPORT

- 5.1 The Council will review the proposal having regard to the Education Scotland Report, written representations that it has received and oral representations made to it by any person at the public meeting. It will then prepare a Consultation Report.
- 5.2 This Report will be published in electronic and printed formats and will be advertised in local newspapers. It will be available on the Council website and from Council Headquarters, public libraries in the vicinity of the affected schools, as well as the affected schools, free of charge. Anyone who made written representations during the consultation period will also be informed about the 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, a summary of the oral representations made at the public meeting, the Authority's response to the Education Scotland Report as well as any written or oral representations it has received, together with a copy of the Education Scotland Report and any other relevant information, including details of any alleged inaccuracies and how these have been handled.
- 5.3 The Consultation Report will also contain a statement explaining how it complied with the requirement to review the proposal in light of the report by Education Scotland and representations (both written and oral) that it received.
- 5.4 The Consultation Report will be published and available for further consideration for a period of three weeks, before it is presented to Full Council at the Council meeting on 29th June 2017.

6. SCOTTISH BORDERS COUNCIL DECISION

- 6.1 The Consultation Report, together with any other relevant documentation, will be considered by Full Council, who will make a decision regarding the Proposals. The Proposals concerns the discontinuation of Ettrick Primary School and the designation of the existing Ettrick catchment area to Kirkhope catchment area. It should be noted that the discontinuation of Ettrick Primary School could be subject to ministerial call-in by Scottish Ministers.

7 NOTE ON CORRECTIONS

- 7.1 If any inaccuracy or omission is discovered in this Proposal Paper, either by Scottish Borders Council or any person, Scottish Borders Council will determine if relevant information has been omitted or there has been an inaccuracy. It will then take appropriate action which may include the issue of a correction or the re-issuing of the Proposal Paper, or the revision of the timescale for the consultation period, if appropriate. In that event, relevant consultees and Education Scotland will be advised

8 SCOTTISH MINISTERS CALL-IN

- 8.1 If Scottish Borders Council as the Education Authority makes a final decision to implement the proposal, it will require notifying the Scottish Ministers of that decision, and providing them with a copy of the proposal document and consultation report. This must be done within 6 working days of that decision. The Education Authority must also publish on its website the fact that it has notified Scottish Ministers of its decision and of the period during which consultees have the opportunity to make representations to Ministers. For rural school closures, such as this, the Education Authority must also give notice of the reasons why the Council is satisfied that closure is the most appropriate response to the reasons for bringing forward the proposal.
- 8.2 The Scottish Ministers have an 8 week period from the date of that final decision to decide if they will call-in the proposal. During the first three weeks of this period, anyone is able to make representations to Ministers on whether the decision should be called-in. Within the first 3 weeks of that 8 week period, the Scottish Ministers will take account of any relevant representations made to them by any person. Until the outcome of the 8 week call-in process is known, the Authority cannot proceed to implement the proposal. Ministers may come to a decision sooner than eight weeks (but not before the three weeks for representations to be made to them has elapsed).
- 8.3 If Scottish Ministers decide to call in a closure proposal, they must refer it to the Convener of the School Closure Review Panels for determination by a School Closure Review Panel. Scottish Borders Council as the Education Authority may not implement the proposal (wholly or partly) unless the Panel has granted consent to it (with or without conditions) and either the period for making an appeal to the Sheriff has expired or, if an appeal has been made, it has either been abandoned or the Sheriff has confirmed the Panel's decision.

- 8.4 The School Closure Review Panel may refuse to consent to the proposal, refuse consent and remit the proposal back to Scottish Borders Council as the Education Authority or grant their consent to the proposal subject to conditions or unconditionally.
- 8.5 The Act, as amended, gives Ministers and School Closure Review Panels the right to call on advice from Education Scotland in relation to a proposal at the call-in or determination stage.

Note

This consultation is being conducted having regard to the terms of the Schools (Consultation) (Scotland) Act 2010.

SCOTTISH BORDERS COUNCIL

CHILDREN AND YOUNG PEOPLE'S SERVICES

THIS IS A PROPOSAL DOCUMENT

PROPOSAL

That subject to the outcome of this proposal exercise that:

- Ettrick Primary School be permanently discontinued as a school and closed, with effect from 31 August 2017, or as soon as possible thereafter.
- On closure of Ettrick Primary School, its catchment area be permanently zoned in full to Kirkhope Primary School, with effect from 31 August 2017, or as soon as possible thereafter;

1 REASONS FOR FORMULATING THE PROPOSAL

Ettrick Primary School, situated in the Ettrick Valley of the Scottish Borders, is a non-denominational primary school serving the village of Hopehouse and the local area. It is a single teacher primary school and is a feeder school for Selkirk High School. Ettrick Primary School is located 11.4 miles from Yarrow Primary School and 12.5 miles from Kirkhope Primary School. Pupils have been zoned to Kirkhope Primary School since the school was mothballed in July 2012 due to a falling school roll.

The provision of primary education within Ettrick requires to be considered in the context of the needs of the pupils and the local community, both now and in the future.

Information was collated on pupil numbers, housebuilding, finances, the school, travel arrangements, environmental impact and the local area and community to inform the options. As part of the review, a pre-consultation exercise was carried out with the local community.

Future pupil projections have been considered and both Kirkhope Primary School and Ettrick Primary School pupil numbers are projected to decrease slightly over the next 4 years with little house building planned. The highest projected occupancy level, including house building, for future years at Kirkhope Primary School is 24% (12 pupils) in 2017/18. Pupil projections in the catchment area do not indicate that the potential pupil numbers will increase in the future and there is no suggestion going forward that this is likely to change.

The Ettrick Primary school building had no facilities for Early Learning and Childcare and does not have capacity to meet the recent and planned future changes to entitlement in this regard, nor provide children with a continuous 3-12 years learning experience.

The low pupil roll at Ettrick Primary School presented challenges in providing a breadth of social and emotional experiences required to meet the social and emotional needs of pupils.

The proposal for pupils from Ettrick to attend Kirkhope Primary School has strong educational benefits for pupils from Ettrick catchment area. It will increase pupils' resilience through being part of a larger school community and will also help promote

their social and emotional development by providing greater challenge as well as the opportunity to be part of a wider, age-appropriate peer group.

Prior to Ettrick Primary School being mothballed, a number of parents had already made placing requests for their children to be educated in a range of other local primary schools including Yarrow and Kirkhope Primary Schools. Since 2012 there have been no enquiries made in relation to children enrolling at Ettrick Primary School and no children are likely to attend the school in the future.

Pupils from the Ettrick Primary School catchment area have been zoned to Kirkhope Primary School for over 4 years. Kirkhope Primary School offers a learning environment that encourages high levels of achievement and provides a wide range of opportunities for children to achieve their full potential as successful learners, confident individuals, responsible citizens and effective contributors.

Kirkhope roll is projected to decrease over the next 4 years. Staffing at Kirkhope is settled and the shared headship between Kirkhope and Yarrow is working well. It would be challenging to create a leadership model for Ettrick Primary School and attract staff to the school. The roll of the Kirkhope Primary School will become even more viable and sustainable if their catchment be redrawn to include the catchment for Ettrick Primary School. In turn this school may be more likely to maintain effective staffing levels and staff will have better opportunity to collaborate with colleagues. The Headteacher will continue to be able to focus across 2 schools rather than 3, offering more time to each.

The Council has engaged with stakeholders and has considered other uses of the premises prior to formulating this proposal. The details of the other options are outlined in this report.

Parents still retain the right to make a placing request for another school of their choice as outlined in the Education (Scotland) Act 1980, as amended.

The school has now been mothballed for over 4 years and some in the community have expressed the view that it is 'wasteful' to continue this in the long term. The community have been clear about the challenges they face, less employment, fewer families, and fewer pupils. However, they were positive about the possibilities and opportunities which could be created, if the school building were freed up to be used by the community, developed or sold.

The proposal for closure has been formulated because there is no likelihood of the school educating children in the short, medium or long term.

2. BACKGROUND

Ettrick Primary School is a non-denominational primary school that has been designated as a rural school by the Scottish Government. It opened in 1965 and the school has capacity for 50 pupils. It serves the village of Hopehouse and the surrounding area. In 2007 there were eleven pupils but by 2011 this has reduced to three pupils. With two pupils due to transfer to High School from August 2012 there was only going to be one pupil remaining for school session 2012/2013.

The situation at Ettrick Primary School had been carefully monitored and kept under review by the Service Director of Children & Young People Services in terms of pupil numbers, the very small number of pupils in attendance and requests for future pupil enrolments. As the pupil roll at Ettrick Primary School was to fall to 1 pupil at the start of academic session 2012/2013, the decision was taken by the Service Director of

Children & Young People Services, that Ettrick Primary School would be mothballed from 14th August 2012 onwards. This is a term which means provision in a school is suspended with pupils zoned to another catchment area.

Prior to mothballing, mutually agreed arrangements were made with the parents of the remaining pupil for session 2012/2013, to place their child at Kirkhope Primary School.

At May 2016, 1 primary pupil lived within the Ettrick Primary School catchment area but, as a result of successful placing requests made by the parents, attended Kirkhope Primary School. The parents were advised of the arrangements to be implemented from August 2012.

Ettrick Primary School catchment area has been temporarily rezoned to Kirkhope Primary School for the period where Ettrick Primary School remains "mothballed".

Kirkhope Primary School has a roll of 17 pupils for 2016/17 and capacity for 50 pupils. Kirkhope Primary School is situated 12.5 miles from Ettrick Primary School.

The Council's Executive (Education) Committee in February 2016 had agreed to commence consultation regarding current school estate provision and what the future school estate school provision should aspire to look like. As part of this on-going review, the Council requires to consider schools that have currently been mothballed and whether they should be closed. On mothballing Ettrick Primary School the Council had undertaken that it would seek to carry out a review of the mothballing within a year.

The Council's Executive (Education) Committee in September 2016 agreed to delegate authority to the Service Director (Children & Young People Services) to proceed with the statutory process for considering closure of Ettrick Primary School.

The statutory process is set out in the Schools (Consultation) (Scotland) Act 2010 Act (as amended by the Children and Young People (Scotland) Act 2014). The 2010 Act's principal purpose is to provide strong, accountable statutory consultation practices and procedures that local authorities must apply to their handling of all proposals for school closures and other major changes to schools. These consultation processes are expected to be robust, open, transparent and fair, and seen to be so. They are also expected to be consistent across Scotland.

The 2010 Act makes special arrangements in regard to rural schools, establishing in effect a presumption against the closure of rural schools. The result of this is that education authorities must have special regard to a number of factors before formalising a proposal to close a rural school and in consulting on and reaching a decision as to whether to implement a rural school closure proposal. The new duties are outlined in the **Schools (Consultation) (Scotland) Act 2010 and the accompanying Statutory Guidance**.

Given that Ettrick Primary School is a rural school to which the special arrangements apply, the Service Director (Children & Young People Services) requested in November 2016 that an Options Appraisal be carried and an Options Appraisal Report be prepared to properly consider the range of factors. The Options Appraisal Report concluded that closure was the most appropriate option. The Options Appraisal Report is published on the Scottish Borders Council website: www.scotborders.gov.uk/ettrick and copies will be available for inspection, free of charge at the places listed in 2.1(a) above.

Given the conclusions of the Options Appraisal and in accordance with the decision of the Council's Executive (Education) Committee in September 2016 the Service Director (Children & Young People Services) has now prepared this Closure Proposal paper in respect of Ettrick Primary School.

The consultation process to be carried out in consequence of the Executive's decision, and involving Her Majesty's Inspectorate of Education (Education Scotland) and the general public, will be in terms of the Schools (Consultation) (Scotland) Act 2010.

3. PROPOSAL

It is therefore proposed that:

PROPOSAL

- Etrick Primary School be permanently discontinued as a school and closed, with effect from 31 August 2017, or as soon as possible thereafter.
- On closure of Etrick Primary School, its catchment area be permanently zoned in full to Kirkhope Primary School, with effect from 31 August 2017, or as soon as possible thereafter;

4. STATUTORY RESPONSIBILITIES

4.1 Councils have a statutory duty in terms of the Education (Scotland) Act 1980 to make adequate and efficient provision of school education across their entire area for the current school population and future pattern of demand. The Council's School Estate Management Plan V7, was presented to the Education Executive in September 2013 and, provides information on the whole of the school estate and provides information about overall objectives and future priorities within Scottish Borders Council.

4.2 Councils also have a statutory responsibility in terms of the Local Government in Scotland Act 2003 to achieve best value. In doing so, consideration must be given to occupancy as buildings are expensive resources.

To meet best value requirements, it is important to achieve optimum efficiency by minimising the number of buildings required to deliver Council services to a particular locality.

The organisation of the school estate is therefore kept under regular review, including the need for school provision and other factors, such as altering catchment areas and the implementation of shared headships.

5. VISION

5.1 Scottish Borders Council works to enhance quality of life, make best use of public resources and ensure continuously improving services. The Scottish Borders Council's Corporate Plan 2013-18 part 3 priority 2 aims to ensure that individuals, families and communities experience the best possible outcomes from a range of services.

Scottish Borders Council has a strong identity and clear priorities which everyone works together to achieve, creating areas which are vibrant and

successful; safe, secure, healthy and sustainable environments; educated, responsible and informed citizens; confident and active communities; and places where people are nurtured and supported.

- 5.2 This approach reflects the Single Outcome Agreement 2013 National Outcome 15 that “Our public services are high quality, continually improving, efficient and responsive to local people’s needs”, and the Local Outcome that “Our services will be responsive, of high quality and continually improving”.

6. ETRICK AND THE LOCAL AREA

- 6.1 The catchment area for Ettrick Primary School sits within the Eildon area of the Scottish Borders which is the largest of the five Borders localities. This covers a geographical area of approximately 124,557 hectares (1245 km²). The Eildon area’s main towns are Galashiels and Selkirk and the larger villages within it are Melrose, Tweedbank, Lauder, Earlston, Newtown St Boswells and Stow. It has three High Schools - Galashiels, Selkirk and Earlston. The Eildon area has 6,079 children aged 0-15 within it, making up 17.8% of the population.
- 6.2 The towns are home to 80% of Eildon’s population and the locality is considered to be the economic hub of the Scottish Borders. However it also covers a large, scenic rural area populated by scattered small villages, of under 500 people, such as Ettrick and Yarrow Feus, farms and hamlets.
- 6.3 More detail about the Eildon area can be found in the Eildon Extract of the Scottish Borders Community Planning Partnership 2016 Strategic Assessment:
https://www.scotborders.gov.uk/downloads/file/2450/strategic_assessment_-_eildon_area
- 6.4 The Eildon area map can be viewed at:
https://www.scotborders.gov.uk/downloads/download/545/eildon_area_map
- 6.5 Ettrick Primary School and Kirkhope Primary School are situated in the Ettrick Valley of the Scottish Borders. Ettrick, also known as Hopehouse, where Ettrick Primary School is located is in the upland valley of Ettrick Water, approximately 17 miles south west of Selkirk on the B709 minor road. Ettrickbridge, where Kirkhope Primary School is located is also in the upland valley of Ettrick Water, approximately 7.3 miles south west of Selkirk on the B709 minor road. Lying to the south west of the Ettrick Valley is the town of Moffat within the Dumfries and Galloway Council area. To the north of the Ettrick Valley is the Yarrow Valley. Yarrow Primary School is located to the east of the hamlet of Yarrow Feus in the Yarrow Valley, approximately 10.5 miles south west of Selkirk on the A708 road. Yarrow Primary School and Ettrick Primary School are linked by the B709 minor road and lie approximately 12.5 miles apart.
- 6.6 There are a number of buildings which are located in the Ettrick Valley along the B709 in Ettrick, Hopehouse, Tushielaw, Crosslee and Ettrickbridge. The largest cluster of buildings are the settlements of Hopehouse and Ettrickbridge.
- 6.7 At Hopehouse, which straddles Hopehouse Burn, a tributary of the Ettrick Water, there is a church and village hall together with the prominent steading of Wardlaw and a number of small cottages and detached houses. There is also a

small caravan park. It is set on a southerly aspect and sits in an attractive upland landscape and has impressive views of the southern high hills.

- 6.8 Ettrickbridge is established by its main street from the church to the village hall. In addition to Kirkhope Primary school the village also has a pub and a sports club.
- 6.9 Yarrow Primary School serves the widely scattered rural community of the Yarrow Valley within which St. Mary's Loch is situated. There are a number of hamlets and small villages within the Yarrow Valley and there are village halls at Yarrow Feus, Cappercleuch, and Yarrow Ford.
- 6.10 Distinct Village halls, separate from the school buildings, are accordingly available in respect of each of the areas served by Ettrick, Kirkhope and Yarrow Primary school.
- 6.11 In terms of potential new business ventures in the area, there have been no enquiries to the Council's Economic Development Team. They have advised that there are unlikely to be any significant changes to the population relative to the Ettrick Primary School catchment area as a result of business growth.
- 6.12 The housing land requirement across the Scottish Borders, up to the period 2030 is identified as 4,594 units within the proposed SESplan 2016. The Ettrick area falls within the Southern Housing Market Area, as identified within the Scottish Border Local Development Plan 2016 ("LDP 2016"). The LDP 2016 allocates 3 housing sites within Ettrick, namely: Hopehouse East, Hopehouse West and Hopehouse North East. Each of the allocated housing sites has an indicative site capacity of 5 units and only 1 unit has been completed to date. Due to Ettrick lying within the Southern Housing Market Area a more flexible approach to supporting housing in the countryside proposals, outwith allocated sites, applies. However in practice the number of approvals implemented in terms of these provisions is very low.
- 6.13 The Housing Land Audit (HLA) 2015 programmes 7 units as being effective within the plan period up to 2021, with the remaining units programmed outwith the plan period. This has been informed using past completion rates and the lack of developer interest to date within Ettrick. If the housing development comes to fruition, the 14 units may equate to 4 additional pupils in total. This is based on the assumption that housing is development and those pupils choose to attend Ettrick Primary School. However, taking on board the programming contained within the HLA, the delivery of housing within Ettrick could be spread over several LDP periods.

7. ETTRICK PRIMARY SCHOOL

- 7.1 Ettrick Primary School provides non-denominational primary education to pupils from the village of Hopehouse and the surrounding area. Appendix 1 (attached) shows the present school catchment area for Ettrick Primary School. The school site plan for Ettrick Primary School is attached as Appendix 3. The catchment area for the school covers an area of 14767 Hectares (147km²). The capacity of the school is 50 pupils.
The Ettrick Primary School catchment falls within the catchment of Selkirk High School for secondary education.

- 7.2 At the start of the 2011/2012 academic year, Ettrick Primary School was operational with 3 pupils attending the school, all 3 of whom were from the catchment area. No pupils within the Ettrick Primary School catchment area attended other schools as a result of placing requests. The school structure had 1 composite class across Primary 1-7. The school roll was to fall to 1 pupil at the start of academic session 2012/2013 due to 2 pupils transferring to high school.
- 7.3 Historical and projected pupil roll data for Ettrick Primary School is attached at Appendix 5. This data shows that the roll of Ettrick Primary School had declined between 2007 and 2011 from 11 to 3. In terms of projected data Pupil numbers are unlikely to increase above their present level.
- 7.4 As highlighted in paragraph 2.2, the remaining pupil prior to mothballing was enrolled by way of placing request to Kirkhope Primary School. No other children in the catchment area attended other primary schools by way of placing request.
- 7.5 If the school were to re-open in August 2017, the maximum pupil numbers from the catchment would be 1. Pupils currently within the catchment attend Kirkhope Primary School – there are no P1 pupils anticipated to start school in 2017 from within the catchment. It is not certain that the pupil from the Ettrick Primary School catchment area would return to the school were it to re-open. In addition, pupil numbers over the next 4 years, based on aggregated birth data are not projected to rise significantly.
- 7.6 The Scottish Government's Rural School List 2015 classifies Ettrick Primary School as "Accessible-rural" school under Section 14 of the Schools (Consultation) (Scotland) Act 2010. The classification is based on two main criteria, settlement size and accessibility based on drive time. For Ettrick Primary School the classification criteria is "settlements of fewer than 3,000 people and within 30 minutes' drive of a settlement of 10,000 or more". (Source: Scottish Government Rural School List 2015.)
- 7.7 The staff complement in Ettrick Primary School prior to it being mothballed was a Headteacher shared with Yarrow and Kirkhope Primary Schools, 1.1 full time class teachers, one full time cook/cleaner and 42 hours of support staff time comprising administration, playground supervision and classroom assistant support. A peripatetic janitor visited for a half day each week and a visiting support for learning teacher supported the school termly.
- 7.8 Ettrick Primary School was part of the small school network where, three times per year, groups of head teachers from small schools met to give pupils wider access to a range of social activities.
- 7.9 All pupils within the catchment, who lived over 2 miles from Ettrick Primary School in Session 2011/12, were entitled to home to school transport.
- 7.10 Ettrick Primary School, which opened in 1965, belongs to the Council and is a single storey building set on a site extending to 4,117 square metres. The building itself has a Gross internal floor area of 204 square metres and it has a tiled pitched roof and harled walls and an electric heating system. The accommodation comprises two general purpose classrooms, an office and kitchen. Parking is provided at the village hall which is situated opposite the school. Site plans of the school are attached as Appendix 3.
- 7.11 In terms of asset management, the Ettrick Primary School building has been assessed by Scottish Borders Council Property Services as in a satisfactory condition with just normal maintenance required.

- 7.12 A condition survey was carried out on the building in June 2012 and the overall site is rated as Condition B (performing adequately but showing minor deterioration). Condition is an assessment of physical condition of the school and its grounds.
- 7.13 The suitability of Ettrick Primary School was assessed in 2012 prior to mothballing and was categorised as B (performing well but with minor problems). Suitability as an assessment of the school as a whole, its buildings, its grounds and the impacts these have on the learning and teaching, leisure and social activities and health and wellbeing of all users.
- 7.14 Throughout Scotland, core facts are gathered and published on school buildings. The definition and assessment categorisations are set by the Scottish Government as follows:

Condition (1) - is an assessment of the physical condition of the school and its grounds. Categorisation is as follows:

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

Suitability (2) - is an assessment of the school as a whole, its buildings and its grounds and of the impact these have on learning and teaching, leisure and social activities and the health and well-being of all users. Categorisation is as follows:

- A: Good – Performing well and operating efficiently
- B: Satisfactory – Performing well but with minor problems
- C: Poor – Showing major problems and/or not operating optimally
- D: Poor – Does not support the delivery of services to children and communities

Sufficiency (1) - states the occupancy – pupil roll divided by capacity expressed as a percentage.

Source: (1) Core Facts Building Our Future: Scotland's School Estate 2003
(2) The Suitability Core Fact: Scotland's School Estate 2008

- 7.15 Condition surveys are undertaken on a rolling programme by a Scottish Borders Council building surveyor team led by a chartered building surveyor. The suitability assessment is undertaken by the Headteacher and validated by Senior Managers within Children and Young People's Services. These assessments are undertaken approximately every four years unless significant building or operational change has occurred within the school requiring additional assessment.
- 7.16 The core facts for Ettrick Primary School categorise both the building's condition and suitability as B (Satisfactory). The sufficiency (occupancy) of the school at the September 2010 school census was 12%.
- 7.17 There were no external community lets; the school was used in the evenings for parents' evenings and events organised by the school.

8. OPTIONS FOR CONSIDERATION

8.1 Through the Options Appraisal process a number of possible options were identified by the Council for the future of Ettrick Primary School's namely:

- Option 1 Close Ettrick Primary School zoning any pupils to Kirkhope Primary School, re-delineate the catchment area,**
- Option 2 Continue mothballing Ettrick Primary School with the pupils zoned to Kirkhope Primary School;**
- Option 3 Reopen Ettrick Primary School with its existing catchment area**
- Option 4 Reopen Ettrick Primary School and re-delineate the catchment area with either Kirkhope and/or Yarrow Primary School catchment areas**
- Option 5 Reopen Ettrick Primary School and re-delineate the catchment area adjacent Dumfries and Galloway Primary School catchment areas**
- Option 6 Close Ettrick Primary School and transfer the pupils to Yarrow Primary School and re-delineate the catchment area**
- Option 7 Close Kirkhope Primary School and transfer the pupils to Ettrick Primary School and re-delineate the catchment area**
- Option 8 Close Yarrow Primary School and transfer the pupils to Ettrick Primary School and re-delineate the catchment area**

8.2 In accordance with the Schools (Consultation) (Scotland) Act 2010 the Council required to assess both the closure proposal and any reasonable alternative to closure. In order to do this the Council first considered whether any of the above stated theoretically possible options were not reasonable alternatives to closure and therefore do not require detailed assessment. The options stated below were not considered to be reasonable alternatives for the following reasons:

**Option 5
Reopen Ettrick Primary School and re-delineate the catchment area adjacent Dumfries and Galloway Primary School catchment areas**

The nearest Primary School to Ettrick Primary School within the Dumfries and Galloway Council area was Eskdalemuir Primary School 13 Miles to the south. However Eskdalemuir Primary School closed in 2005 due to the roll falling to 2 pupils and the pupils were relocated to Hutton Primary School, which lies 20 miles to the south west of Ettrick Primary School. Even if pupil numbers in the former Eskdalemuir Primary School catchment substantially increased redrawing the catchment area of Ettrick Primary School to include part or all of it would be unworkable given Eskdalemuir Primary School is in a different local

authority area. This option is accordingly not considered by the Council to be a reasonable alternative to closure.

Option 6

Close Ettrick Primary School and transfer the pupils to Yarrow Primary School and re-delineate the catchment area

This is plainly still a closure proposal, rather than an alternative to closure. The shortest route between Ettrick Primary School and Yarrow Primary School is 12.5 miles using the B709. While in good weather this route entails a travel time of 27 minutes by car, the single track route over the hills between the valleys is not passable in poorer weather conditions. In poor weather a longer route of 15.5 miles using the B709 and A708, which takes around 40 minutes in good weather, is necessary. Given the travel times involved for a potentially significant portion of the year this was not considered a reasonable alternative closure proposal.

Option 7

Close Kirkhope Primary School and transfer the pupils to Ettrick Primary School and re-delineate the catchment area

While this is an alternative proposal to closure for Ettrick Primary School it plainly still results in a closure proposal. As outlined above Kirkhope Primary School is rated good in terms of suitability and condition for its purpose and has a relatively bigger school roll of 17, with a maximum capacity of 50. Closure of Kirkhope Primary School instead of Ettrick Primary school would result in substantially more pupils and staff requiring to relocate and generally travel further to reach the school. In terms of safe travel Ettrick Primary School is more vulnerable to adverse weather than Kirkhope Primary School and the likelihood of closure due to adverse weather would be increased with more pupils having to travel a greater distance to this school. This was not considered a reasonable alternative closure proposal.

Option 8

Close Yarrow Primary School and transfer the pupils to Ettrick Primary School and re-delineate the catchment area

While this is an alternative proposal to closure for Ettrick Primary School it plainly still results in a closure proposal. As outlined above Yarrow Primary School is good in terms of suitability and condition for its purpose and had a relatively bigger school roll of 14, with a maximum capacity of 50. Closure of Yarrow Primary School instead of Ettrick Primary school would result in substantially more pupils and staff requiring to relocate and generally travel further to reach the school. As outlined in more detail above these two schools are in different valleys and travel times between them are substantial. The likelihood of closure of Ettrick Primary School due to adverse weather would be increased with more pupils having to travel a greater distance by challenging routes to this school. This was not considered a reasonable alternative closure proposal.

8.3 The potential closure proposal and reasonable alternative proposals for the future of Ettrick Primary School that were assessed in detail in the Options Appraisal were as follows:

Option 1 Close Ettrick Primary School zoning any pupils to Kirkhope Primary School, re-delineate the catchment area,

Option 2 Continue mothballing Ettrick Primary School with the pupils zoned to Kirkhope Primary School;

Option 3 Reopen Ettrick Primary School with its existing catchment area

Option 4 Reopen Ettrick Primary School and re-delineate the catchment areas with either Kirkhope and/or Yarrow Primary School

9. ASSESSMENT OF OPTIONS

The detail of the assessment of each option is included within the Options Appraisal.

9.1 Option 1 - Close Ettrick Primary School and zone any pupils to Kirkhope Primary School and redelineate the catchment area.

9.1.1 Kirkhope Primary School currently accommodates pupils from Ettrick Primary and the pupil numbers are not projected to increase significantly. Kirkhope Primary has capacity to continue to accommodate the projected pupil numbers.

9.1.2 This option is considered to be both reasonable and the most appropriate option. Further detail is provided in relation to educational benefits, travel, environmental impact, community impact and financial impact in Sections 12 -15 below.

9.2 Option 2 - Continued mothballing of Ettrick Primary School with the pupils zoned to Kirkhope Primary School.

9.2.1 The school has been mothballed for over four years. Government guidance makes it clear that mothballing is not to be used as a long term solution. Four years is already well over the Statutory Guidance maximum timescale of three years for mothballing, pupil numbers are not projected to rise in terms of pre-school children living within the catchment and there is no planned house building.

9.2.2 Community feedback has been received that people are disappointed that the school is still mothballed, not closed.

9.2.3 The community would welcome the opportunity to make plans for the future use of the building.

9.2.4 If Ettrick Primary School was left mothballed on an indefinite basis, Scottish Borders Council would incur annual costs to maintain the building. Unoccupied buildings can deteriorate more rapidly than operational premises and can become a focus for opportunistic crimes and/or targets for vandalism whether the premises are located in urban or rural areas.

9.2.5 On the basis that pupil numbers will not increase, mothballing is not a good use of resources and the building could be used to benefit the community. Therefore, continued mothballing is not viewed as a reasonable option.

9.3 Option 3 - Re-open Ettrick Primary School with its existing catchment area.

9.3.1 Numbers of primary school age children for the Ettrick Primary School catchment area are low, one as at September 2015 census, and are not projected to significantly rise by 2019/20. It is not certain whether any of the children from the catchment area who are presently in other schools would return to the school should it re-open. So it is possible if it re-opened in August 2017 that there would be no pupils. Pupil projections in the catchment area do not indicate that the potential pupil numbers will significantly increase in the future.

9.3.2 The majority of people who were consulted during the informal consultation period were not in favour of re-opening Ettrick Primary School.

9.3.3 The travel distance from Ettrick Primary School to Kirkhope Primary School is 11.4 miles. The time taken to travel between the two schools is approximately 27 minutes in fair weather (Google Maps). Pupils in the Ettrick catchment area prior to mothballing had a maximum travel time of around 28 minutes. The travel arrangements for the pupil who had been rezoned during the mothballing period has been in place for over 4 years, their journey takes approximately 30 minutes. Thirty minutes is not an unreasonable time to expect children to travel for primary school education in rural areas. In reality due to actual house locations within the catchment area for some future children their journey times will be shortened by attending Kirkhope Primary School rather than Ettrick Primary School. Adverse weather is a factor in this area, however all local schools are generally impacted by winter weather and this is mitigated in the Resilient Schools Plan.

9.3.4 The approximate cost of bringing the property into an acceptable condition for reopening is £10,000 for fire safety, fabric, mechanical and electrical works. It should be noted that there may be potentially further costs for structural works if the building were to reopen permanently and be used into the long term. A provisional structural survey has been undertaken.

9.3.5 Based on the fact that there would potentially be no pupils in August 2017, an unsustainable pupil roll going forward, the school was not previously used as a community facility, and the community are keen to find an alternative use for the building, this is not considered a reasonable option.

9.4 Option 4 - Re-open Ettrick Primary School and redelineate the catchment area of either Kirkhope and/or Yarrow Primary School.

9.4.1 Following a mapping exercise it is unlikely the catchment area could be made more sustainable. This is because most pupils in the neighbouring catchment areas live either in or close to Ettrickbridge and Yarrow where the neighbouring schools of Kirkhope and Yarrow are respectively situated.

9.4.2 Kirkhope Primary School: the majority of primary pupils live in or close to Ettrickbridge. There are few pupils that live in the area between Kirkhope Primary School and the catchment area for Ettrick Primary School. The catchment for Ettrick would need to take into account Ettrickbridge in order to obtain the significant numbers needed to make Ettrick Primary School more sustainable.

9.4.3 Yarrow Primary School: many of the pupils attending Yarrow Primary School live in the Yarrow Valley or close to the village. Moving the catchment area significantly would result in pupils from the village of Yarrow being transported to Ettrick to attend school.

9.4.4 A large part of each of these catchment areas is sparsely populated because of the terrain and options in relation to travel are also limited.

9.4.5 In Community responses to the informal consultation people commented that they only thought that there were currently sufficient pupils to sustain two primary schools in Ettrick and Yarrow valleys. Given the declining projected rolls for both Kirkhope Primary School and Yarrow Primary over the coming years there is a real risk that redelineating part of their respective catchments to keep Ettrick Primary school open could result in two or three of the schools becoming unsustainable rather than just Ettrick Primary school

9.4.6 Taking account of all these factors this was not considered to be a reasonable option.

10. THE OPTION FOR CONSULTATION FROM OPTIONS APPRAISAL

10.1 The Options Appraisal has demonstrated that the option for the permanent closure of Ettrick Primary School with the pupils zoned to Kirkhope Primary School is both reasonable and the most appropriate option, it also represents the best value for education purposes.

11. KIRKHOPE PRIMARY SCHOOL

11.1 Kirkhope Primary School provides non-denominational primary education to pupils from the village of Kirkhope and surrounding area. Appendix 1 (attached) shows the present school catchment area for Kirkhope Primary School, not including the Ettrick Primary School Catchment area. The catchment area for the school covers an area of 9804 Hectares, (98 km²). Appendix 2 (attached) shows the catchment area for Kirkhope Primary School provisionally extended during mothballing to include Ettrick Primary School's Catchment area

11.2 The Scottish Government's Rural School List 2015 classifies Kirkhope Primary School as "Accessible-rural" school under Section 14 of the Schools

(Consultation) (Scotland) Act 2010. The classification is based on two main criteria, settlement size and accessibility based on drive time. For Kirkhope Primary School the classification criteria is “settlements of fewer than 3,000 people and within 30 minutes’ drive of a settlement of 10,000 or more”. (Source: Scottish Government Rural School List 2015.)

- 11.3 Kirkhope Primary School has a Headteacher, shared with Yarrow Primary, two full time equivalent class teachers and support from the Principal teacher who is based at Yarrow but works with both schools. Teacher non-contact cover is provided by visiting specialist teachers for art, music or PE and a support for learning teacher visits the school regularly. Support staff includes a Primary School Administrator and playground supervisor, a cook and cleaner. A Peripatetic janitor also visits once a week.
- 11.4 The school structure currently has a nursery class and 2 composite classes made up as follows:
- Nursery – 7 Pupils
 - Primary 1-5 – 9 Pupils
 - Primary 6/7 - 8 Pupils
- 11.5 Historical and projected pupil roll data for Kirkhope Primary School is attached at Appendix 6.
- 11.6 Kirkhope Primary School, which dates from 1873, belongs to Scottish Borders Council and is a single storey stone building with a slate roof set on a site extending to 955m². The building has a 1960s extension with harled walls and roof. Accommodation comprises two general purpose classrooms, an office area, a staff room, a general purpose room and a small kitchen. Toilet facilities for the disabled and a purpose-built nursery were added in 2000. The gross internal floor area is 285m². The building has a combination of solar and electric heating. For physical education or other activities, pupils walk the short distance to the sports field or village hall. Parking is provided at the school. Site plans of Kirkhope Primary School are attached in Appendix 4.
- 11.7 A condition survey was carried out on the building in June 2012 and the overall site is rated as Condition B - Satisfactory (Building serviceable but in need of some repair, works recommended in 3-5 years). Condition is an assessment of physical condition of the school and its grounds.
- 11.8 A suitability survey was carried out in 2012 on Kirkhope Primary School and it was rated B - Satisfactory (performing well but with minor problems). Suitability as an assessment of the school as a whole, its buildings, its grounds and the impacts these have on the learning and teaching, leisure and social activities and health and wellbeing of all users. These surveys are undertaken on a 4 year cycle and data is reviewed and investment planned accordingly annually.
- 11.9 The roll of Kirkhope Primary School in 2016/17 is 17 pupils, only one of those pupils lives in the Ettrick catchment area.
- 11.10 The most recent inspection carried out by HM Inspectorate of Education (HMIe) 21 August 2012 and can be accessed by the following link.

http://www.educationscotland.gov.uk/Images/KirkhopePSNCINS21082012_tcm4-727098.pdf

12. EDUCATIONAL BENEFITS STATEMENT

12.1 Educational Benefits - Impact on Pupils

There are educational benefits associated with the proposals which will positively impact upon the pupils in the Etrick and Kirkhope catchment:

- 12.1.1 Pupils attending a school where a larger peer group will be able to experience a variety of learning and teaching experiences offered through flexibility of grouping.
- 12.1.2 It is self-evident that a very small school roll ie less than ten pupils, can severely restrict opportunities for team sports and other active recreational activities. This applies even to individual sports, where successful learning of skills is helped by talking and sharing experiences. It further applies to the health and wellbeing element of the curriculum which involves discussion between pupils about health lifestyle choices. Whilst these problems can be overcome by taking the pupils to participate in activities in a neighbouring school, that in itself involves time out of school travelling there and back.
- 12.1.3 Some of the educational benefits arise not just from larger pupil numbers but also because a larger staff and parent body increases the likelihood of interested adults leading a range of activities will support the provision of a richer and higher quality curriculum.
- 12.1.4 As with sports, the larger roll would also provide a greater likelihood of pupils benefitting from a wider range of solo and group musical and artistic opportunities.
- 12.1.5 As part of the Developing Scotland's Young Workforce the aim is to develop increased awareness of the world of work, social skills and employability skills. Such knowledge and understanding and skills acquisition very much benefit from discussions and dialogue with peers of the same age/stage.
- 12.1.6 The level to which pupils are able to become skilled in social interaction will depend to an extent on the opportunities afforded to them. The forging of close friendships and the development of self-esteem is enhanced by each pupil being enabled to be part of an age appropriate peer group of a sufficient size to allow a range of interactions and relationships to form and reform.
- 12.1.7 The development of an Early Learning and Childcare structure across a larger catchment area involving more pupils provides a viable service. This was provided in the town of Selkirk during recent years. Children at a younger age will have benefit from having an Early Learning and Childcare provision within the valley with children attending who have similar interests and life experiences; the richness of the rural valley life will come through in an early level curriculum driven by child centred learning experiences.

12.2 Educational Benefits - Impact on staff

- 12.2.1 The staff will be part of a larger team and will be able to share planning and curricular resources. They can also learn from each other to provide improved approaches to learning and teaching. As a one teacher school,

Ettrick Primary School, could present challenges in attracting and supporting staff.

- 12.2.2 The staff will not be isolated as in a single teacher school such as Ettrick. In Kirkhope they will be able to receive support in providing an inclusive curriculum and work together to provide support to children who may have additional support needs.

12.3 Educational Benefits-Impact upon the community

12.3.1 Kirkhope Primary School is in the heart of a vibrant village and provides a gathering place for families and communities. They have recently benefitted from the gift of a woodland environment and learning cabin (within a 100m of the school) to support environmental education and promote sustainability. This is a strong feature of the curriculum and the sustainability element very important to the community.

12.3.2 Kirkhope Primary School is within the heart of the community and is viewed as a natural gathering place for families within the Selkirk valleys. More children being located within Kirkhope Primary School will bring a greater sense of community to the west side of the valley and bring support to parents and remove feelings of isolation and vulnerability.

13. LIKELY EFFECT ON THE LOCAL COMMUNITY

As Ettrick Primary School is a rural school, special regard was paid to the rural school factors. These were considered fully in the Options Appraisal stage and formed part of the pre-consultation with the community.

- 13.1 Ettrick Primary School is situated within a small rural community and it is believed that this proposal will not adversely impact on local, social or economic activities.
- 13.2 The majority of comments at pre-consultation are in relation to the experiences since mothballing were positive and broadly unified the community. In addition many people supported the school closure and had suggestions for the building's use after closure. However a number of people did comment that they were sad to see the school go. There was a general feeling that continued mothballing was not an option and that a more final solution was required.
- 13.3 The community made limited use of Ettrick Primary School prior to mothballing for community events given that a village hall was available for community use directly opposite the school car park. This village hall remains available for community use.
- 13.4 The Community has made use of Ettrick Primary School since it was mothballed in 2012. The James Hogg exhibition, which was previously housed in Aikwood Tower, was moved into the school building. The exhibition not only celebrates the life and works of James Hogg, the famous Ettrick shepherd, poet and writer but it also provides a base which visitors can attend to explore the attractions of the Ettrick Valley: walking routes ,birdwatching, fishing. The building provides visitors with toilet access and an opportunity to purchase tourist leaflets. A group of community volunteers have maintained the building and grounds. Visitors to the exhibition are regular and appreciative. Many families who no longer live in Scotland but have heritage links to the Ettrick community have visited from overseas. The museum also attracts many visitors

with an interest in James Hogg's writing. This use could not continue if the school was reopened.

- 13.4 The school car park is directly opposite the village hall which has limited parking space and supports parking during events such as ceilidhs and visiting drama activities. The use of the school building since mothballing has had a positive impact upon both sustaining visitors to the community and in supporting local community activities. The volunteer group is currently exploring new sustainability projects in the valley which could also be based within the school building.
- 13.5 Any sense of loss of social connection through the mothballing of the school has so far been minimised through the additional facilities being provided at the school building. However it is recognised that if the school is closed the school building may be put to other uses and the community will be given further opportunities at consultation to discuss this.
- 13.6 Kirkhope Primary School is in the heart of a vibrant village and provides a gathering place for families and communities. The facilities within the Kirkhope Primary School building are suitable for the promotion of community use outside school hours. There are distinct Village halls, separate from the school buildings, available for community activities in respect of each of the areas served by Ettrick, Kirkhope and Yarrow Primary school. Given the continuing village hall provision in all these locations it is believed that there will be no significant impact for the community to access a range of activities which could be located at Kirkhope Primary School.

14 LIKELY EFFECT CAUSED BY DIFFERENT TRAVELLING ARRANGEMENTS

As Ettrick Primary School is a rural school, special regard was paid to the rural school factors. These were considered fully in the Options Appraisal stage and the focus of the pre-consultation with the community.

- 14.1 The travel distance from Ettrick Primary School to Kirkhope Primary School is 11.4 miles. The time taken to travel between the two schools is approximately 27 minutes (google maps). Pupils living in the Ettrick catchment area prior to mothballing had a maximum travel time of around 28 minutes.
- 14.2 The Council currently provides travel for children in the Ettrick catchment to attend Kirkhope Primary School. This is currently for one child who has a journey time of approximately 20 minutes. This journey mirrors the route for the transport to Selkirk High School so the journey will therefore be consistent when the pupils transition to secondary education. These travel arrangements have been in place for almost five years. The impact for that child is that it results in a slightly longer home to school journey. A travel time of 20 minutes is not an unreasonable time to expect children to travel for primary school education in rural areas. Other catchment areas in Scottish Borders also have such a travel times within them.
- 14.3 However in terms of the impacts of future children from the current Ettrick catchment area the proposal will result in longer journeys for some and for others it will shorten their journey.
- 14.4 The distance to Kirkhope Primary School is less for staff and the provision of services from key Council departments is more accessible at Kirkhope Primary School than it was to provide services at Ettrick.

- 14.5 It is recognised that adverse weather in the winter currently impacts on travel arrangements in this area. In terms of adverse weather, Ettrick Primary School would generally be more affected than Kirkhope. However there are always likely to be issues in the area because of the location. All schools in the Scottish Borders have an emergency closure plan for severe weather. Resilient Schools is a programme set up by Scottish Borders Council to keep as many schools as possible open in bad weather. In the event that Resilient Schools is invoked, all transport is cancelled and staff travel to their pre-arranged nearest school. If there is a sufficient level of staff available, a school will open and pupils who normally walk to school will attend. The status of these Schools comprised in this report would be that Ettrick would be closed, Yarrow would be closed and Kirkhope would be open.
- 14.6 The environmental impact of additional travel of children to Kirkhope Primary is cancelled out by the reduction of services and the impact of staff travelling to Ettrick Primary School. There is further positive offsetting from there no longer being a need to run the Primary School as a mothballed building rather than an operational building. There has been no increase in the Council's carbon footprint. A permanent arrangement would have to be made about the future of the school building in a permanent closure. At Kirkhope Primary School, the pupils can be accommodated without any significant additional impact.
- 14.7 There are currently no community lets by external groups held within Ettrick Primary School. Should there be a requirement for community lets in the future, this could involve people travelling to Kirkhope, although this number is difficult to quantify at this stage as there has been no demand to date. In any event, the distance is relatively small and the local community is used to travelling to Kirkhope to access other services.
- 14.8 From the pre-consultation as part of the options appraisal process concerns were not raised in terms of travel arrangements posing a problem or the additional distance being an issue.

15. FINANCIAL AND STAFFING IMPLICATIONS

Staffing

- 15.1 Given the mothballing status of Ettrick Primary School and the very small future rolls in the Ettrick catchment area, there will be no requirement for additional staff in Kirkhope Primary School consequent upon the closure of Ettrick Primary School.

There are no surplus staff from Ettrick Primary School to be dealt with according to the Council's current redeployment and redundancy procedures.

Financial

- 15.2 The financial savings generated from mothballing Ettrick Primary School amount to approximately £87,000 annually. This saving is predominantly made up of staff and building costs. The 2012/13 annual running costs for electricity, cleaning and property maintenance was £9,556. See Appendix 8 for detailed financial information.

- 15.3 The approximate cost of bringing the property into an acceptable condition for reopening is £10,000 for fire safety, fabric, mechanical and electrical works. It should be noted that there may be potentially further costs for structural works if the building were to reopen permanently and be used into the long term. A provisional structural survey has been undertaken.
- 15.4 The annual budget is built reflecting cost drivers such as the number of schools, buildings, staff and pupils. If Ettrick Primary School were to be closed then future years' budgets would not contain any allowance for staffing Ettrick Primary School and there would be reduced property costs (and possibly no costs should the building be sold in the future). Any per capita budgets relating to individual pupils would continue to be budgeted against the school that these pupils would attend following the closure of Ettrick Primary School.
- 15.5 It is envisaged that should this closure proposal be approved, the Service Director Children and Young People's Services would then declare the building surplus to requirements and thereafter the Place Department of the Council will make recommendations on its future use or disposal in line with Council policy. Cognisance would have to be taken of the use of the building by the community over the last 4 year period during the mothballed status and the positive impact upon the community. There would be a discussion with the community regarding the possibility and implications of a community asset transfer.

16. OTHER ISSUES

Management of Proposals

- 16.1 It is intended that pupils from Ettrick Primary School will be permanently integrated within Kirkhope Primary School from 31 August 2017, or as soon as possible thereafter. This will allow the Council to conduct the necessary consultation in accordance with the relevant statutory frameworks.

17. CONCLUSION

- 17.1 In summary, it is proposed that a statutory consultation exercise takes place on a proposal to close Ettrick Primary School, zone pupils to Kirkhope Primary School, and redelineate the catchment area of Ettrick Primary School to Kirkhope Primary School.
- 17.2 Future pupil projections have been considered and Kirkhope Primary School can accommodate all projected and potential pupils from the combined catchment areas. A higher occupancy level maximises use of the school estate and represents good asset management.
- 17.3 Travel distance to the neighbouring school is not excessive and pupils attending Kirkhope Primary School already make this journey. However, it is recognised that adverse weather in the winter currently impacts on travel arrangements in this area.
- 17.4 The Environmental impacts of the Proposal have been properly assessed and have been found to have any significant negative effects.
- 17.5 Local external community groups did not rely on using accommodation in Ettrick Primary School for holding community events while it was open and closure of

the school would have no impact on this. There are village halls in both Ettrick and the surrounding area. The sustainability of the community would, therefore, not be significantly impacted by the proposal.

18. RESPONDING TO THE PROPOSAL

- 18.1 Interested parties are invited to respond to the Proposals, no later than **5pm on Friday 24 March 2017**, by making written or electronic submissions on the proposals to:

Ettrick Primary School Consultation
Service Director Children & Young People
Scottish Borders Council
Newtown St Boswells
Melrose
TD6 0SA

Or

Web Address: www.scotborders.gov.uk/ettrick

- 18.2 For the convenience of those wishing to respond, a form is provided at Appendix 7, and is also available on the Council's website at:

www.scotborders.gov.uk/ettrick

Its use is not compulsory. However, those wishing to respond are invited to state their relationship with the school – for example, “Parent/Carer of a child at Kirkhope Primary School”, “Relative of a child at Kirkhope Primary School”, “Teacher at Kirkhope Primary School”.

- 18.3 Those sending in a response, whether by letter or electronically, should know that their response will be open to public scrutiny and may have to be supplied to anyone making a reasonable request to see it.
- 18.4 If they do not wish their response to be publicly available, they should clearly write on the document: “I wish my response to be considered as confidential with access restricted to elected members and council officers of Scottish Borders Council”. Otherwise, it will be assumed that the person making the response agrees to it being made publicly available.

19. RECOMMENDATIONS

- 19.1 It is recommended that a statutory consultation in respect of the Schools (Consultation) (Scotland) Act 2010 is carried out regarding the proposals that:
- (a) Ettrick Primary School be permanently discontinued as a school and closed, with effect from 31 August 2017, or as soon as possible thereafter.
 - (b) On closure of Ettrick Primary School, its catchment area be permanently zoned in full to Kirkhope Primary School, with effect from 31 August 2017, or as soon as possible thereafter;

19.2 Neither the Scottish Borders Council's Executive (Education) Committee nor the Council will make a decision nor put any changes into effect until the statutory consultation process has been properly completed.

6 February 2017

DONNA MANSON

SERVICE DIRECTOR (CHILDREN & YOUNG PEOPLE SERVICES)

APPENDICES

Appendix 1 – Catchment Areas of Ettrick & Kirkhope Primary Schools

Appendix 2 – Catchment Area of Yarrow Primary School

Appendix 3 – Site Plan of Ettrick Primary School Building and the School Grounds

Appendix 4 – Site Plan of Kirkhope Primary School Building and the School Grounds

Appendix 5 – Historical and Projected Pupil Roll Data for Ettrick Primary School

Appendix 6 – Historical and Projected Pupil Roll Data for Kirkhope Primary School

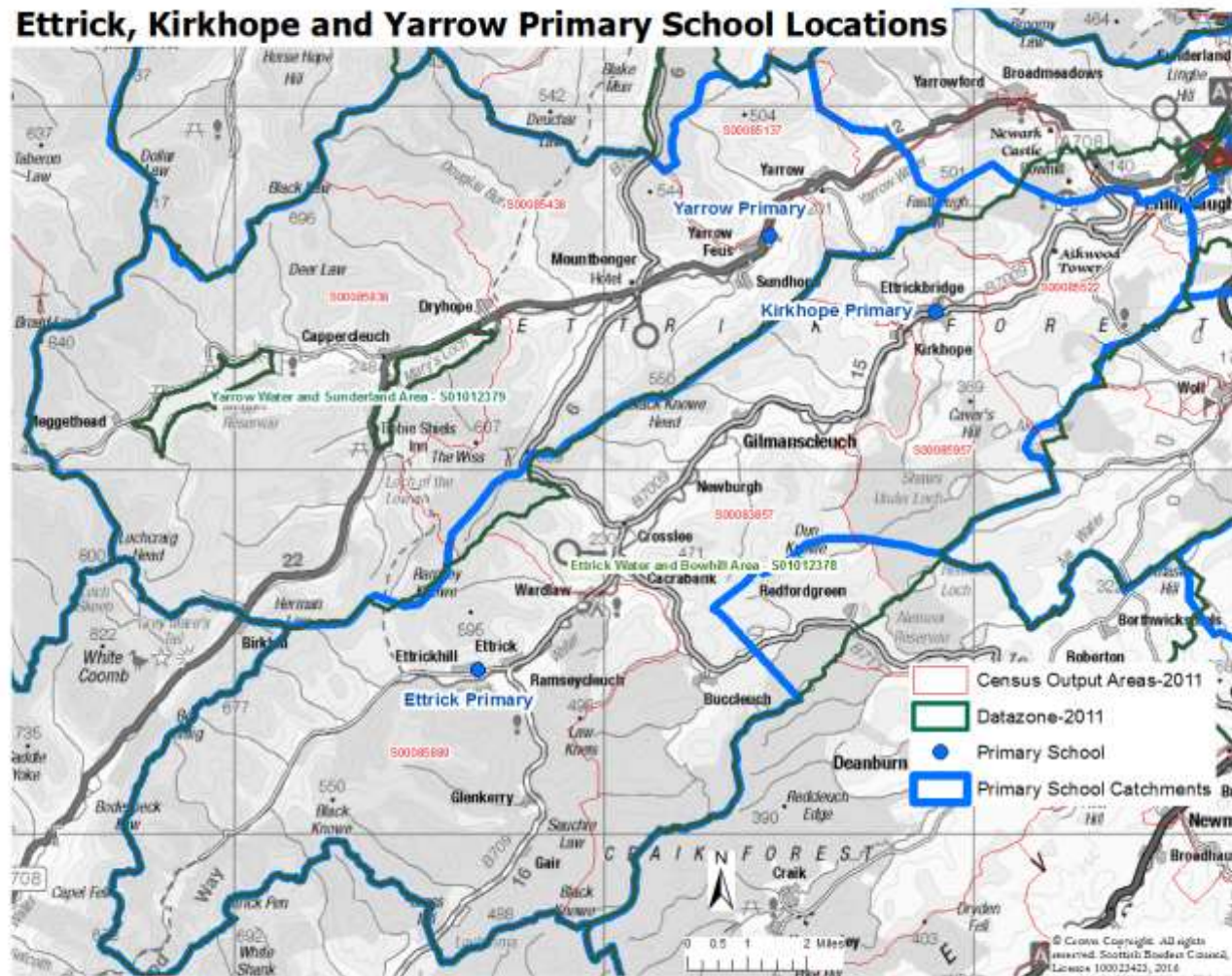
Appendix 7 – Children and Young People's Services Consultation Response Form

Appendix 8 – Spreadsheet Showing Current Revenue Costs for School Proposed for Closure

APPENDIX 1 - CATCHMENT AREAS OF ETRICK & KIRKHOPE PRIMARY SCHOOLS

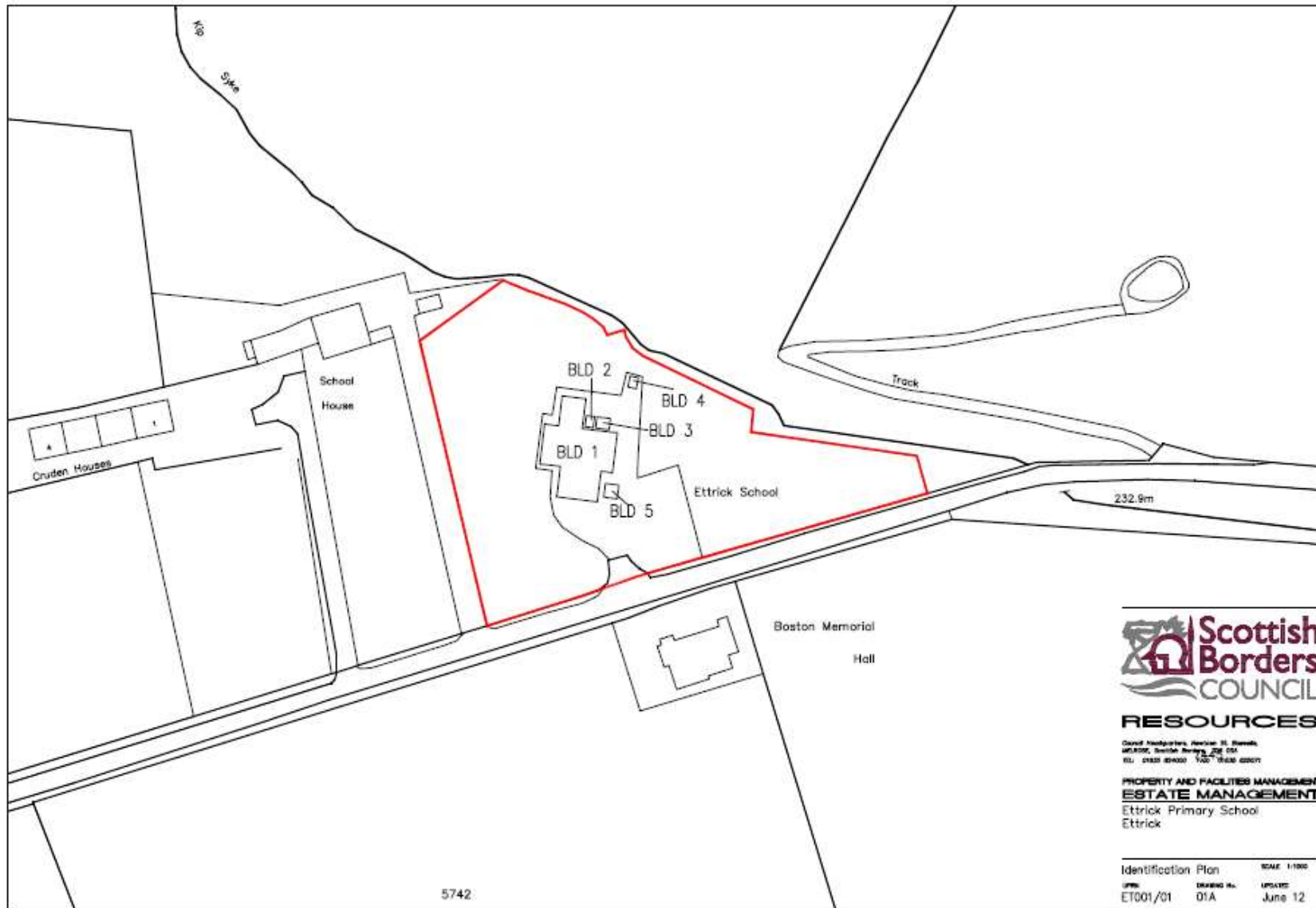


APPENDIX 2 - CATCHMENT AREA OF YARROW PRIMARY SCHOOL

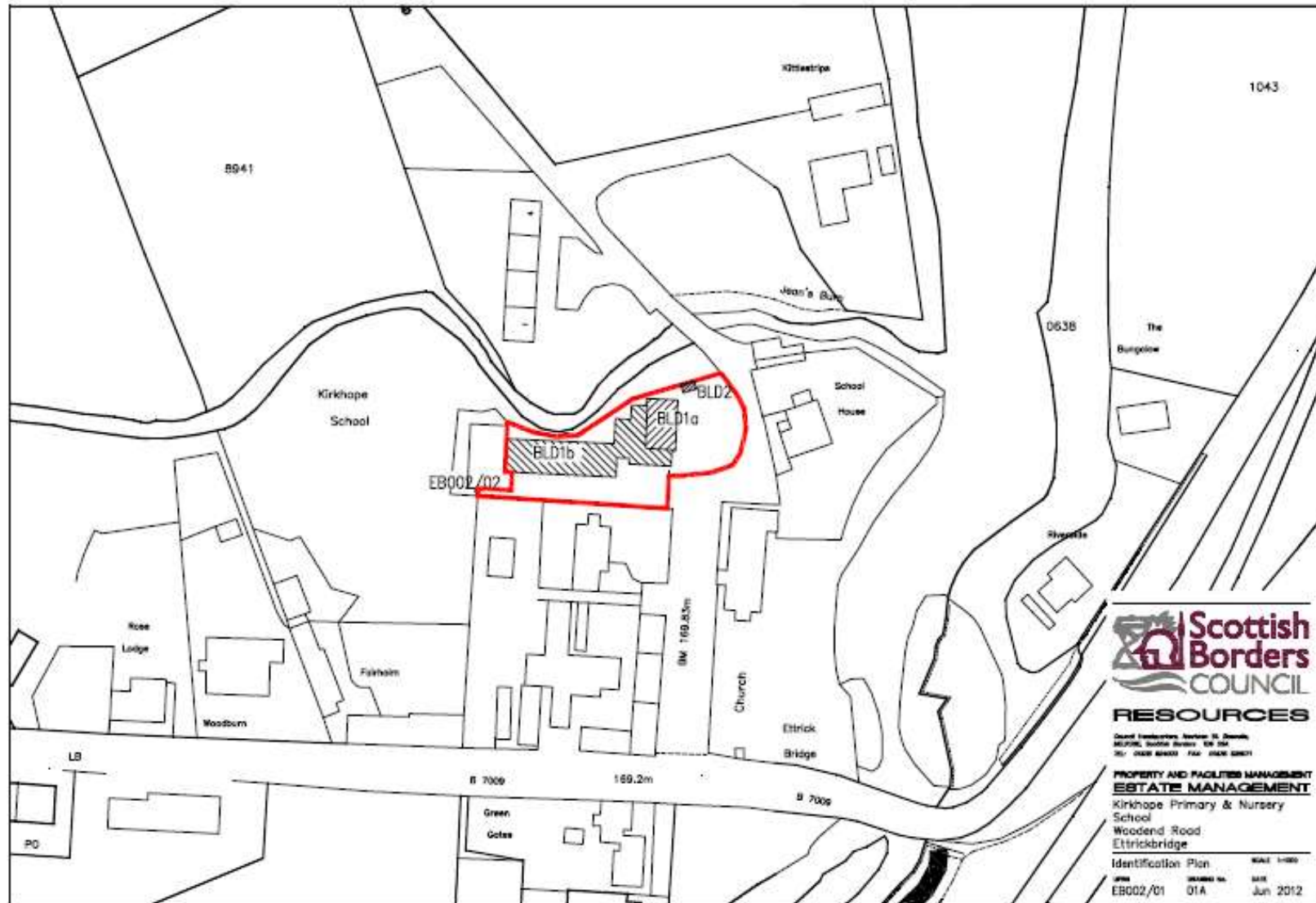


(N.B. This Map has Ettrick Primary School and Kirkhope Primary School shown as one combined temporary catchment post the mothballing of Ettrick Primary School)

APPENDIX 3 SITE PLAN OF ETTRICK PRIMARY SCHOOL BUILDING AND THE SCHOOL GROUNDS



APPENDIX 4 - SITE PLAN OF KIRKHOPE PRIMARY SCHOOL BUILDING AND THE SCHOOL GROUNDS



APPENDIX 5 - HISTORICAL AND PROJECTED PUPIL ROLL DATA FOR ETTRICK PRIMARY SCHOOL

HISTORICAL PUPIL ROLL NUMBERS

2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016
11	8	6	4	3	NA	NA	NA	NA

Source: Scottish Government – School Education – Datasets

<http://www.gov.scot/Topics/Statistics/Browse/School-Education/HistoricDatasets/Rolls-2006>

PROJECTED PUPIL NUMBERS (if placed children returned & with projected house building)

Ettrick Primary School (Census Sept 2015)	2016/17	2017/18	2018/19	2019/20	2020/21
Approved capacity	50	50	50	50	50
Roll projection total	1	7	7	4	2

ANALYSIS OF SCHOOL INFORMATION

School	Capacity	Condition Rating	Suitability Rating
Ettrick Primary	50	B	B

APPENDIX 6 - HISTORICAL AND PROJECTED PUPIL ROLL DATA FOR KIRKHOPE PRIMARY SCHOOL

HISTORICAL PUPIL ROLL NUMBERS

2007/ 2008	2008/ 2009	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014	2014/ 2015	2015/ 2016
39	32	32	32	33	38	33	16	17

Source: Scottish Government – School Education – Datasets

<http://www.gov.scot/Topics/Statistics/Browse/School-Education/HistoricDatasets/Rolls-2006>

PROJECTED PUPIL NUMBERS

Kirkhope Primary School (Census Sept 2015)	2016/17	2017/18	2018/19	2019/20	2020/21
Approved capacity	50	50	50	50	50
Roll projection total	17	12	11	10	8

ANALYSIS OF SCHOOL INFORMATION

School	Capacity	Condition Rating	Suitability Rating
Kirkhope Primary	50	B	B

**Children and Young People’s Services
Statutory Consultation - Proposal Response Form**



**SCHOOL ESTATE CONSULTATION IN RELATION TO PROPOSAL TO
CLOSE ETRICK PRIMARY SCHOOL**

Detail of the Proposal

That subject to the outcome of this Proposal exercise and statutory consultation process as set out in the Schools (Consultation) (Scotland) Act 2010 as amended:

- Ettrick Primary School is permanently discontinued as a school and closed;
- On closure of Ettrick Primary School, its catchment area will be permanently zoned in full to Kirkhope Primary School.

Yarrow Primary School shares a Head Teacher with Kirkhope Primary School.

This proposal accordingly has implications for Ettrick Primary School, Kirkhope Primary School, Yarrow Primary School and Selkirk High School.

The proposed date for the implementation of the proposal is 31 August 2017.

YOUR INTEREST - please tick the most relevant box below to indicate which school you are responding about and your interest:

	Ettrick Primary School	Kirkhope Primary School	Yarrow Primary School	Selkirk High School
Parent/carer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pupil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relative of pupil	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parent council member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elected Member/ MSP/ MP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Planning Partner	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other – please state:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONSULTATION QUESTIONS



1. Do you agree with the proposal that Ettrick Primary School (currently mothballed) be permanently discontinued as a school and closed?

Agree Disagree

Please tell us the main reasons for your views and why you agree/disagree to the above proposal.

2. In the event that Ettrick Primary School is closed, do you agree with the proposal that its former catchment be permanently zoned in full to Kirkhope Primary School?

Agree Disagree

Please tell us the main reasons for your views and why you agree/disagree to the above proposal.

APPENDIX 7 Education and Children's Services Consultation Response Form



CONFIDENTIALITY OF RESPONSE

I wish my response to be considered as confidential with access restricted to elected members and officers of Scottish Borders Council

THANK YOU FOR TAKING THE TIME TO GIVE US YOUR VIEWS

Your completed form can be handed into your local school or posted to: Etrick Primary School Consultation, Children and Young People's Services, Scottish Borders Council, Newtown St Boswells TD6 0SA.

You can also give us your views online at: www.scotborders.gov.uk/ettrick

BY 24 MARCH 2017

If you have any queries, please email: schoolestates@scotborders.gov.uk

APPENDIX 8 - SPREADSHEET SHOWING CURRENT REVENUE COSTS FOR SCHOOL PROPOSED FOR CLOSURE

Financial Template

Table 1	Column 1	Column 2	Column 3	Column 4
Row 1	Current revenue costs for school proposed for closure			
Row 2	Name of School [enter name of school] Ettrick	Costs for full financial year (projected annual costs)	Additional financial impact on receiving school [enter name of school]	Annual recurring savings (column 2 minus column 3)
Row 3	<i>School costs</i>			
Row 4	<i>Employee costs - note 1</i>			
Row 5	teaching staff	76,594	26,255	50,339
Row 6	support staff	24,113		24,113
Row 7	Teaching staff training (CPD etc.)			
Row 8	support staff training			
Row 9	Supply costs - note 2			
Row 10				
Row 11	<i>Building costs:</i>			
Row 12	property insurance	419		419
Row 13	non domestic rates			
Row 14	water & sewerage charges			
Row 15	utilities costs	4,218		4,218
Row 16	cleaning (contract or inhouse)	4,660		4,660
Row 17	building repair & maintenance			
Row 18	grounds maintenance			
Row 19	facilities management costs - note 6	691		691
Row 20	revenue costs arising from capital			
Row 21	other	1,860		1,739
Row 22				
Row 23	<i>School operational costs:</i>			
Row 24	learning materials			
Row 25	catering (contract or inhouse)			
Row 26	SQA costs			

Table 2	Column 5	Column 6	Column 7
Capital costs		School proposed for closure	Receiving school
Capital Life Cycle cost - note 7			
Third party contributions to capital costs			

Table 3	Column 5	Column 6	Column 7
Annual Property costs incurred (moth-balling) until disposal			
property insurance			
non domestic rates			
water & sewerage charges			
energy costs			
cleaning (contract or inhouse)			
security costs			
building repair & maintenance			
grounds maintenance			
facilities management costs			
other			
TOTAL ANNUAL COST UNTIL DISPOSAL			

APPENDIX 8 - SPREADSHEET SHOWING CURRENT REVENUE COSTS FOR SCHOOL PROPOSED FOR CLOSURE

Row 27	other school operational costs (e.g. licences)			
Row 28				
Row 29	Transport costs: note 3			
Row 30	home to school		note 4	
Row 31	other pupil transport costs			
Row 32	staff travel	1,646		1,646
Row 33	SCHOOL COSTS SUB-TOTAL	114,201		87,825
Row 34				
Row 35	Income:			
Row 36	Sale of meals			
Row 37	Lets			
Row 38	External care provider			
Row 39	Other			
Row 40	SCHOOL INCOME SUB-TOTAL			
Row 41				
Row 42	TOTAL COSTS MINUS INCOME FOR SCHOOL			
Row 43				
Row 44	UNIT COST PER PUPIL PER YEAR	114,201		

Table 4

Non-recurring revenue costs	
TOTAL NON-RECURRING REVENUE COSTS	

Table 5

Impact on GAE - note 5	
GAE IMPACT	

Notes

- The total costs incurred for teaching staff (row 5) and support staff (row 6) are required to be included. Column 2 should include the current costs for a full financial year for the school proposed for closure, and column 3 should include the *additional* cost to the receiving school as a result of staff transferring.
For teaching staff, this should include regular teachers, itinerant teachers, learning support teaching staff and special education (ASN) staff.
Itinerant teaching staff includes central support services such as English as additional language support, hearing, visually impaired services, educational psychology services.
For support staff, this should include classroom assistants, administration staff and janitorial staff.
For all staff the costs entered should include salary, NI and pension costs.
If the school proposed for closure has less than 3 staff members, then the cumulative staff costs only should be given in row 5 (for both teaching and support staff), so as to avoid possible disclosure of individual salaries.
Training costs should be identified separately in rows 7 and 8.
- Supply costs to cover teaching and support staff. This may be held in a central budget, be devolved or shared across the budgets.
- 'Home to school' pupil transport costs should include those school transport costs incurred in accordance with Council policy. 'Other pupil transport costs' will cover costs incurred for the transport of pupils for activities such as swimming etc
- Row 30 of column 3 should include the additional transport costs related to the increased home to school transport arrangements that are put in place in accordance with Council policy. This figure is therefore likely to be considerably higher than current costs.
- This table is to capture the impact on the revenue support grant as a result of changes to GAE. Impact on GAE should consider the issues covered in the GAE section of the guidance document that accompany this template.
- Facilities management costs will include costs related to caretaking, janitorial and security.
- The capital costs for the receiving school should be taken across the life cycle of the school in line with the life expectancy of that school. The capital costs for the school proposed for closure should be taken across the same life cycle period.

END OF PROPOSAL PAPER
