

CONSULTATIVE PROCESS - SUMMARY OF PROCESS FOR THIS PROPOSAL DOCUMENT - DALWHINNIE PRIMARY SCHOOL

Consideration by the Education, Children and Adult Services Committee

The Proposal paper has been issued as a result of a decision approved by the above Committee.

Prior to submission to Committee, pre-consultation discussions took place between Highland Council officials and the Parent Councils of Gergask and Newtonmore Primaries, as well as with Dalwhinnie Community Council, Newtonmore and Vicinity Community Council, and Laggan Community Association.

Proposal Document issued to consultees and published on Highland Council Website

A copy of the Proposal paper will be issued free of charge to the following consultees:

- (i) Parents of pupils in the catchment areas of Dalwhinnie Primary School; Gergask Primary School; and Newtonmore Primary School; including parents of pre-school pupils;
- (ii) All P4-7 pupils attending Gergask and Newtonmore Primary Schools.
- (iii) Members of Parliament and Members of Scottish Parliament for the area affected by the proposal;
- (iv) The Parent Councils of Gergask and Newtonmore Primary Schools, plus the local Comann nam Pàrant
- (v) Staff of Gergask and Newtonmore Primary Schools.
- (vi) Trade union representatives;
- (vii) The community councils for the areas covered by the 3 schools;
- (viii) Education Scotland;
- (ix) Highland Youth Convenor
- (x) Bòrd na Gàidhlig
- (xi) Dalwhinnie Past and Present
- (xii) Laggan Community Association
- (xiii) Members of the Highland Community Planning Partnership

and will be published on the Council website.

Publication in local newspapers

A notice announcing the public meeting will be placed in the Strathspey and Badenoch Herald and on the Highland Council's Facebook page.

Length of Consultation period

The consultation period will begin on 1 February 2016. The consultation will thereafter run until close of business on 18 March 2016 which includes a period of 32 school days.

Public meeting

A public meeting will be held at 7.00pm on 23 February at Dalwhinnie Primary School. Anyone wishing to attend the public meeting is invited to do so. The meeting will be convened by the Council, will be chaired by a senior elected councillor, and will be addressed by officers of the Care and Learning Service.

The meeting will be an opportunity for the public to hear more about the proposal; to ask questions about the proposal; and to have the views of all stakeholders recorded so that they can be taken into account. A note will be taken at the meeting of questions asked and views expressed. This note will be published on the Council website. The meeting will also be recorded.

Involvement of HMI/Education Scotland

When the Proposal Document is published, a copy will also be sent to Education Scotland (HMIE) by the Council. HMIE will also be sent, by 11 April 2016, a copy of any relevant written representations that are received by the Council from any person during the consultation period. HMIE will also receive the summary note of the public meeting that will be held and so far as is practicable a copy of any other relevant documentation. HMIE will then prepare a report on the educational aspects of the proposal not later than 29 April 2016. In preparing their report, HMIE may visit the affected schools and make such enquiries of people there as they consider appropriate.

Preparation of Consultation Report

Highland Council will review the proposal having regard to the HMI Report, written representations that it has received, and oral representations made at the public meeting. It will then prepare a Consultation Report. This Report will be published in electronic and printed formats and will be sent to anyone who submitted a written representation during consultation. It will be available on the Council website as well as at the affected schools and local libraries, free of charge. The Report will include a summary of the written and oral representations made during consultation and a copy of the HMI Report, together with the Council's considered response to the issues raised. The Report will include details of details of any alleged inaccuracies and/or omissions and how these have been handled. The Consultation Report will be published at least 3 weeks prior to being submitted to the Education, Children and Adult Services (ECAS) Committee, who will make a recommendation to the full Highland Council.

In publishing the report the Council will invite any person or party to make further representations to the Committee prior to its meeting. A notice to this effect will also be published on the Highland Council website.

At the present time the Council intends to publish its Report on 3 August 2016, prior to submission to the ECAS Committee on 25 August 2016. However, this timescale may change depending on the nature of issues raised during consultation, and the need to give these full consideration. In the latter event, the Report may not be submitted until a later Committee meeting.

Any closure proposal approved at ECAS Committee in August 2016 would require to be confirmed by the full Highland Council on 8 September 2016.

Scottish Ministers Call-in

In the event that the Council decides to close the school at that stage, it is required to notify the Scottish Ministers of that decision and provide them with a copy of the Proposal Document and Consultation Report in accordance with the Schools (Consultation) (Scotland) Act 2010, within 6 working days of the decision being made, and to publish on its website a notice that it has done so, detailing the opportunity to make further representations within 3 weeks. The Scottish Ministers have an 8-week period from the date of that final decision to decide if they will call-in the proposal. If the Scottish Ministers call-in the proposal, it will be referred to a School Closure Review Panel. Within the first 3 weeks of the 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 has been notified to the Council, the Council will not proceed to implement the proposal.

Note on Corrections

If any inaccuracy or omission is discovered in this Proposal paper, either by the Council or any other person, the Council will determine if relevant information has been omitted or, if the paper contains an inaccuracy. The Council will then take appropriate action, which may include the issue of a correction or the reissuing of the Proposal or the revision of the timescale for the consultation period, if appropriate. In that event, relevant consultees and HMI will be advised.

ADDENDUM TO APPENDIX C - CONSULTATIVE PROCESS - SUMMARY OF PROCESS FOR THIS PROPOSAL DOCUMENT - DALWHINNIE PRIMARY SCHOOL

At Page 2 of Appendix C, in the section entitled “**Public Meeting**”, the location of the meeting should read “Dalwhinnie Village Hall.”

Also on page 2, in the section entitled “**Involvement of Education Scotland/HMIE**” the second sentence should read “HMIE will also be sent, by 18 April 2016, a copy of any relevant written representations that are received by the Council from any person during the consultation period.” The fourth sentence should read “HMIE will then prepare a report on the educational aspects of the proposal not later than 6 May 2016.”.