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**REPORT TO: CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE ON  
18 DECEMBER 2019**

**SUBJECT: PRIMARY AND SECONDARY SCHOOL FUNCTIONAL CAPACITY  
AND OCCUPANCY**

**BY: DEPUTE CHIEF EXECUTIVE (EDUCATION, COMMUNITIES AND  
ORGANISATIONAL DEVELOPMENT)**

**1. REASON FOR REPORT**

1.1 To inform the Committee of the Primary and Secondary School Functional Capacities and Occupancy for session 2019/2020.

1.2 This report is submitted to Committee in terms of Section III (D) (1) of the Council's Scheme of Administration relating to all the functions of the Council as Education Authority.

**2. RECOMMENDATION**

**2.1 Committee is asked to consider and note:**

**(i) the Primary and Secondary School Functional Capacities and Occupancy for session 2019/2020; and**

**(ii) a further report will be brought to Committee if physical or functional capacities change throughout the course of the session.**

**3. BACKGROUND**

3.1 Primary School Functional Capacities have been reported annually to this Committee. Secondary School Functional Capacities have been included since 2018/2019.

3.2 The Functional Capacity of the school is the maximum number of pupils that a school can accommodate in any one year taking into account the organisational needs of the school and in particular the age distributions of the pupils.

3.3 The Functional Capacity for each school is calculated on census day in September each year, which in this case was 18 September 2019.

- 3.4 The functional capacities and percentage occupancy for session 2019/20 for primary schools are attached in **Appendix 1** (schools in alphabetical order) and **Appendix 2** (schools according to Associated School Group). Secondary school capacities and percentage occupancy is attached in **Appendix 3**.
- 3.5 In Moray the maximum class size in Primary 1 has been set at 25 and in Primary 2 and 3 it has been set at 30 for session 2019/20. The maximum class size in Primaries 4-7 has been set at 33. The exception is Bishopmill Primary where there is a Primary 1 class where the maximum capacity is 33 and there are 2 teachers in the class. This has arisen in order to accommodate the number of in zone pupils requiring P1 places.

#### **4. SUMMARY OF IMPLICATIONS**

##### **(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

This report relates to the priority 'Provide a sustainable education service aiming for excellence' from the Corporate Plan and to 'Building a better future for our children and young people in Moray' from the LOIP.

##### **(b) Policy and Legal**

There is no policy or legal implication arising directly from this report.

##### **(c) Financial implications**

The continuing over provision of pupil spaces has ongoing resource implications for the Council.

##### **(d) Risk Implications**

There are no risk implications arising directly from this report.

##### **(e) Staffing Implications**

There are no staffing implications arising directly from this report.

##### **(f) Property**

There are no property implications arising directly from this report.

##### **(g) Equalities/Socio Economic Impact**

There is no requirement for an equality impact or socio economic impact assessment to be carried out.

##### **(h) Consultations**

Primary and Secondary School Head Teachers and Senior Officers in Education, Communities and Organisational Development, Paul Connor, Principal Accountant, the Equal Opportunities Officer, and Tracey Sutherland, Committee Services Officer have been consulted and are in

agreement with the contents of this report as regards their respective areas of responsibilities.

**5. CONCLUSION**

**5.1 Committee is asked to consider and note the Primary and Secondary School Functional Capacities and Occupancy for Session 2019/20.**

Author of Report: Kate Elder ESO Staffing  
Background Papers:  
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