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**REPORT TO: EDUCATION, COMMUNITIES AND ORGANISATIONAL DEVELOPMENT COMMITTEE ON 3 FEBRUARY 2021**

**SUBJECT: INFORMATION REPORT: PRIMARY AND SECONDARY SCHOOL FUNCTIONAL CAPACITY AND OCCUPANCY 2020/21**

**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 2020/21.
- 1.2 This report is submitted to the Education, Communities and Organisational Development Committee following a decision of Moray Council on 17 June 2020 to agree a simplified committee structure as a result of the COVID-19 pandemic. In the case of this committee the combining of the delegated responsibilities of Children and Young People Services, Governance, Strategy and Performance, (para 9 of the minute refers)

**2. BACKGROUND**

- 2.1 Primary School Functional Capacities have been reported annually to this Committee. Secondary School Functional Capacities have been included since 2018/2019.
- 2.2 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.
- 2.3 The Functional Capacity for each school is calculated on census day in September each year, which in this case was 16 September 2020.
- 2.4 The functional capacity and percentage occupancy for session 2020/21 for primary schools are attached in **Appendix 1** and **Appendix 2**. Secondary school capacities and percentage occupancy are attached in **Appendix 3**.
- 2.5 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 2020/21. 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 30

and there are 2 teachers in the class. This has arisen in order to accommodate the number of in zone pupils requiring P1 places.

- 2.6 The functional capacity of Linkwood Primary School was based on the location, within the annexe at East Primary School on census day. A further paper will be submitted to Committee to confirm the functional capacity of Linkwood Primary School once Officers have been able to enter the building to identify and agree room allocations and dimensions taking into account fixed furniture.

### **3. SUMMARY OF IMPLICATIONS**

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

None

**(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.

### **4. CONCLUSION**

**4.1 Committee is asked to note the Primary and Secondary School Functional Capacities and Occupancy for Session 2020/21.**

Author of Report: Lindsey Stanley, Business Support Team Manager

Background Papers:

Ref: SPMAN-1108985784-550