



Schools, Learning and Education

Choosing a School

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What do I need to consider when choosing a school?

Children normally attend their local catchment school. School catchment maps are available on the Stirling Council website. You can also check the catchment school for your house using the postcode search facility on the Council's homepage.

However you may prefer another school, in which case you need to submit a placing request.

Prior to making a placing request you should consider some of the following factors:

- How will my child get to school? Transport is **not** provided if you make a placing request.
- If you have more than one child, you need to remember that there is no guarantee that a younger sibling would be successful in making a placing request. However, if places are available we do prioritise applications where an older sibling will still be in attendance at the same school.
- If you are providing documentation in support of an application, this should be from a professional who is supporting your child in a professional capacity, and they should state why they believe that only the requested school can make provision.

When choosing a school you may wish to look at a variety of schools in the event that your first choice cannot be accommodated. However, you can only submit one placing request at a time.

What do I need to know about making a Placing Request?

The placing request form is available digitally on the Stirling Council website, where it can be filled in and submitted online. Please note:

- If your child currently attends a nursery class in a primary school that is not your catchment school you need to submit a placing request. Acceptance of the placing request is not guaranteed
- If your child is due to start Primary 1 in August you must register him/her at the catchment primary school even if you intend to make a placing request.
- Parents/carers can only make a placing request in the academic session prior to the session they wish their child to be considered for.

How long does the Placing Request Process take?

Normally a placing request for immediate admission will take between 4 to 6 weeks to process during term time. However, this may take considerably longer over the school holidays so please take this into account when submitting an application. Requests submitted during, or near, the summer holidays reduce our ability to put transition arrangements in place.

How is a decision reached on my Placing Request?

The vast majority of placing requests are approved.

However, Education may refuse a placing request on several grounds:

- The school is already full and granting the placing request would require an extension.
- Granting a placing request would involve employing extra staff
- Granting a placing request at the early stages of primary education would require the creation of an additional class or composite class, or would involve employing extra staff, in the future
- Granting a placing request for a child who is resident outwith the catchment area would prevent Education from reserving places at the specified school

Reserved places are places held for children moving into the catchment area during the academic year. The number of reserved places for each school is determined on historical enrolment figures on an annual basis.

Please note the above list of grounds is not exhaustive.

If the school cannot accommodate all placing requests, those applications received prior to 15th March will be prioritised on the following basis.

Placing requests are split into 2 groups:

Group A: Pupils resident within the Stirling Council Area

Group B: Pupils resident outwith the Stirling Council Area

All applications within Group A are considered prior to looking at Group B.

The following criteria are then used:

1. Medical grounds relating to the child making the application, such as the chosen school is the only school that could provide for your child.
2. An older sibling will be attending the same establishment for the session the application is made.
3. The child is from a family that has exceptional family circumstances or is from a single adult household. You may be asked to support this by suitable documentation.

Please note that we cannot accept childcare, transport to school or parental work arrangements under this category.

How do I access specialist provision for my child?

Roman Catholic Provision

If your child is baptised Roman Catholic and resides within the Stirling Council area they may enrol at one of the Roman Catholic schools. You will require a copy of your child's baptismal certificate and address evidence as part of the enrolment process.

If your child is not baptised Roman Catholic, or you live outside the Stirling Council area and you wish them to attend a Roman Catholic school you will be required to submit a placing request.

If your child attends a Roman Catholic primary school in Stirling and is not baptised, or you are unable to provide a baptismal certificate, you will be required to submit a placing request to attend St Modan's High School.

Gaelic Medium Education

Gaelic Medium Primary Education is available to anyone who wishes their child to be taught through the medium of Gaelic. This is open to all children whether they can already speak Gaelic or not.

There is Gaelic Medium provision at Riverside Primary School, where children are taught through the medium of Gaelic. English literacy is introduced at the end of Primary 3 and from then onwards, literacy skills progression is in Gaelic and English.

Gaelic Medium provision is continued at Wallace High School where young people have the opportunity to progress their learning from S1-S3 into the Senior Phase leading to the award of National Qualifications.

Parents interested in accessing Gaelic Medium Primary provision should contact Riverside Primary School for further information.

Additional Support for Learning

Most children and young people with additional support needs attend their local school or nursery and follow a curriculum that is adapted to their needs. In Stirling this is done through our Staged Intervention process (please see our leaflet "A Guide to Staged Intervention" for more information). Additional support may be provided by a support for learning teacher, support for learning assistants or other education staff such as outreach teachers, educational psychologists and inclusion support workers.

Special Schools and Provisions

Our specialist provision is designed to meet the needs of those few children and young people who require a specialised environment in order to achieve their potential. In line with Section 15 of "The Standards in Scotland's Schools Etc. (Scotland) Act 2000", placement within a specialist setting would only be agreed under the following circumstances:

That to provide education solely within a mainstream setting:

- would not be suitable to the aptitude and ability of the child/young person;
- would be incompatible with the provision of efficient education for the children with whom the child would be educated;
- would result in unreasonable public expenditure being incurred

Placing Requests for Independent /Grant Aided Schools

In order to consider a placing request for an independent school not managed by Stirling Council, you must provide written confirmation that the school you wish to apply for has offered your child a place. A copy of this offer should be sent along with the completed placing request form.

Where can I find further information?

- For information on individual schools please contact the appropriate headteacher.
- Further information is available on the Stirling Council website.
<http://my.stirling.gov.uk/services/education-and-learning/schools/school-and-nursery-places/placing-requests>
- The Scottish Government publishes a useful booklet called: Choosing a School – A Guide for Parents
This is available online at: <http://www.gov.scot/Publications/2010/11/10093528>

All enquiries regarding Placing Requests should be made to:

Relating to mainstream placements:

Schools, Learning and Education
Stirling Council
Wolfcraig
Dumbarton Road
STIRLING
FK8 2LQ

Tel: 01786 233185/233220

Relating to specialist placements:

ASN Officer
Schools, Learning and Education
Stirling Council
Wolfcraig
Dumbarton Road
STIRLING
FK8 2HU

Tel: 01786 233212