

ANGUS COUNCIL

FAMILY, EDUCATION AND JUSTICE COMMITTEE – 10 JUNE 2025

ADMISSIONS POLICY – PROPOSAL PAPER

NEIL LOWDEN, ACTING DIRECTOR OF EDUCATION AND LIFELONG LEARNING

1. ABSTRACT

- 1.1 This report presents proposed revisions to Angus Council's admissions and placing request procedures, and seeks approval to undertake a consultation in terms of the Schools (Consultation) (Scotland) Act 2010.

2. ALIGNMENT TO THE COUNCIL PLAN AND COUNCIL POLICIES

- 2.1 The proposals in this report align to:

Council Plan 2023-28

- Support children, young people and adults to access appropriate opportunities which allow them to progress in their learning.
- Deliver our statutory obligation and core functions, tailored to suit our available resources and making best use of our data and performance information.

3. RECOMMENDATIONS

- 3.1 It is recommended that the Family, Education and Justice Committee:-

- (i) approves the proposal papers presented in Appendix 1 and 2 to this report;
- (ii) delegates authority to the Acting Director of Education and Lifelong Learning to undertake a consultation on the proposal to vary admission arrangements, in terms of the Schools (Consultation) (Scotland) Act 2010;
- (iii) delegates authority to the Acting Director of Education and Lifelong Learning to investigate and manage any alleged omissions or inaccuracies during the consultation and take appropriate action in accordance with the Schools (Consultation) (Scotland) Act 2010; and
- (iv) requests that the Acting Director of Education and Lifelong Learning prepares a report on the results of this consultation and reports the outcome to Family, Education and Justice Committee at a future meeting.

4. BACKGROUND

- 4.1 The Education (School and Placing Information) (Scotland) Regulations 2012, No.130 sets out the duty on local authorities to publish information about schools more generally and placing request procedures specifically. In Angus Council these arrangements are published on the website at the following links:
https://www.angus.gov.uk/schools_and_young_people/schools/enrolling_in_primary_school
https://www.angus.gov.uk/schools_and_young_people/schools/moving_to_secondary_school
https://www.angus.gov.uk/schools_and_young_people/schools/making_a_placing_request
- 4.2 All Angus Council schools have a defined 'delineated' or 'catchment' area. Children and young people are entitled to attend their catchment school based on their home address. Families who wish for their child/children to attend a school outwith the catchment area must make a placing request. The legal right to make a placing request is set out in the Education (Scotland) Act 1980 (Section 28A refers).
- 4.3 Separate placing request arrangements are in place for children and young people with Additional Support Needs. These provisions are set out in the Education (Additional Support for Learning)

(Scotland) Act 2004, as amended by the Education (Additional Support for Learning) (Scotland) Act 2009. The procedure relating to this is set out in Schedule 2 of the Act.

- 4.4 Separate admissions procedures are in place for access to Early Learning and Childcare (ELC) procedures. They are not within the scope of this report.
- 4.5 Under the Schools (Consultation) (Scotland) Act 2010 a proposal to vary any admissions arrangements for a school (including guidelines for the handling of placing requests) is subject to statutory consultation.
- 4.6 In March 2021, members of the Children and Learning Committee approved recommendations to review Angus Council admissions and placing request procedures, and bring forward formal proposals for consideration ([Report 111/21 refers](#)).

5. CURRENT POSITION

- 5.1 Angus Council's current admission and placing request procedures are online and access links are detailed in paragraph 4.1. The enrolments and placing request process for August 2025 is now complete.
- 5.2 A review of current procedures has highlighted specific areas where our policies are unclear. These include in relation to denominational education, timescales and transition, and waiting lists. In addition, the current presentation of information across different weblinks means parents/carers may experience difficulty in finding the information they need for their specific situation.
- 5.3 To support planning for the August 2026 intake, a proposal paper has been prepared in accordance with the Schools (Consultation) (Scotland) Act 2010. The statutory proposal paper is available at Appendix 1.
- 5.4 The key changes proposed are:
 - A single admissions and placing request procedure document will be established, to ensure parents / carers can access all information from the same location.
 - Waiting lists will be established for schools which receive more placing requests than can be accommodated.
 - Timescales for agreeing Additional Support Needs (ASN) placing requests will be clarified.
 - Arrangements for accessing denominational education will be clarified.
 - These changes are presented together in Appendix 2.
- 5.5 It is proposed that a statutory consultation is undertaken in relation to the proposed Admissions and Placing Request Policy. The relevant documents for consideration are contained in Appendix 1 and 2. The consultation period will run from 11 June to 12 September 2025, a total of 32 school days. As set out within Appendix 1, all aspects of the statutory guidance for the Schools (Consultation) (Scotland) Act 2010 will be adhered to. Information regarding the consultation will be hosted on Engage Angus, the council's consultation forum.

6. PROPOSALS

- 6.1 It is proposed that members of the Family, Education and Justice Committee:-
- 6.2 Approves the proposal papers presented in Appendix 1 and 2 to this report.
- 6.3 Delegates authority to the Acting Director of Education and Lifelong Learning to undertake a consultation on the proposal to vary admission arrangements, in terms of the Schools (Consultation) (Scotland) Act 2010.
- 6.4 Delegates authority to the Acting Director of Education and Lifelong Learning to investigate and manage any alleged omissions or inaccuracies during the consultation and take appropriate action in accordance with the Schools (Consultation) (Scotland) Act 2010.
- 6.5 Requests that the Acting Director of Education and Lifelong Learning prepares a report on the results of this consultation and reports the outcome to the Family, Education and Justice Committee at a future meeting.

- 6.6 If the above proposals are agreed, the consultation will be carried out in accordance with relevant statutory guidance. The consultation documents will be hosted on Engage Angus.

7. FINANCIAL IMPLICATIONS

- 7.1 There are no direct financial implications arising from this report.

8. RISK MANAGEMENT

- 8.1 This report contributes towards mitigating CORRR0002 – Transforming for the Future.

9. ENVIRONMENTAL IMPLICATIONS

- 9.1 There are no direct environmental implications arising from the recommendations of this report.

10. EQUALITY IMPACT ASSESSMENT, HUMAN RIGHTS AND FAIRER SCOTLAND DUTY

- 10.1 An Equality Impact Assessment has been carried out and is attached.

11. CHILDREN'S RIGHTS AND WELLBEING IMPACT ASSESSMENT

- 11.1 A Children's Rights and Wellbeing Impact Assessment has been carried out within the EIA.

12. CONSULTATION

- 12.1 All statutory consultees as specified within the Schools (Consultation) (Scotland) Act 2010 will be invited to participate in the proposed consultation. Their views will be reported back to Family, Education and Justice Committee at a future meeting.
- 12.2 The Director of Finance and the Acting Director of Legal, Governance and Change have also been consulted in the preparation of this report.

NOTE: The background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) which were relied on to any material extent in preparing the above report are: (list them below)

[Report 111/21 refers](#)

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List of Appendices:

- Appendix 1 – Proposal Paper
- Appendix 2 – Draft Admissions and Placing Request Policy
- Appendix 3 – Equality Impact Assessment