

REPORT TO: East Lothian Council

MEETING DATE: 18 December 2012

BY: Executive Director (Services for People)

SUBJECT: Law Primary School: Assessment of Maximum Physical Building and Design Capacities

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REPLACEMENT REPORT

1 PURPOSE

- 1.1 The purpose of this report is to ask Council to approve the maximum physical building and design capacities of Law Primary School for pupil intake management and class organisation purposes following the reassessment of existing accommodation in November 2012.

2 RECOMMENDATIONS

- 2.1 To approve a maximum physical building capacity of 670 and maximum physical design capacity of 603 for Law Primary School following the reassessment of the physical size of teaching spaces in the school.

3 BACKGROUND

- 3.1 The Property Projects Unit in conjunction with key stakeholders in the Education Service are re-assessing the physical building and design capacities of each local authority primary school across East Lothian. As such, similar reports may be made to Council in respect of other such schools if and when appropriate.
- 3.2 The existing school capacity is calculated having regard to Circular 2/2004: Guidance on Determining School Capacities and in particular Regulation 8 (1) the School General (Scotland) Regulations 1975 which states that *'An education authority shall determine from time to time the maximum number of pupils who may be suitably accommodated in every room to which this regulation appliesand shall have regard to the dimensions of the room and the type of equipment provided...'*

- 3.3 The physical building capacity is a measurement of permanent capacity based on available classroom teaching spaces, the physical size of these spaces and the permissible occupancy rates based on the standard maximum area of 1.75m² per pupil, and maximum functional class size limits. From this the maximum pupil roll that can be accommodated in any school can be calculated.
- 3.4 The physical design capacity is a measurement of the physical building capacity with an allowance for class organisation headroom. This headroom is applied to the physical building capacity in primary school roll bandings and reduces the physical building capacity accordingly as follows:
- 3.4.1 222-444 pupils – 7%
- 3.4.2 444-666 pupils – 8.5%
- 3.4.3 666+ pupils – 10%
- 3.5 Law Primary School is based on a 1960's design and the facility has been modified and updated over time. The reassessment of Law Primary School's existing physical building capacity in November 2012 established that the school currently has 23 teaching spaces. The reassessment further established that the existing building capacity is influenced by the size of some teaching spaces. The size of these teaching spaces is contemporary with the period of the buildings original design and they do remain fit for purpose, but they are below the area needed to accommodate the normal full sized classes expected today, as set out in **Appendix 1** and summarised as follows:
- 3.5.1 Number of class sized spaces with capacity for 33 pupils – 2
- 3.5.2 Number of class sized spaces with capacity for 30-32 pupils – 8
- 3.5.3 Number of class sized spaces with capacity for 25-29 pupils – 13
- 3.5.4 Total number of class sized spaces = 23
- 3.6 The maximum roll that can be accommodated at Law Primary School has been based on the ability of its teaching spaces to accommodate pupils in line with the standard for permissible occupancy rates as set out above. This assessment has also maximised the use of smaller rooms by assuming their use for P1 – P3 with larger rooms for P4-7 as appropriate. A 23 school class organisation with constrained space standards provides a maximum physical building capacity of 23 class sized rooms of 670 which provides a design capacity of 603 with a 10% allowance for class organisation headroom.
- 3.7 Please note that due to the differences in the pupil numbers at each stage within a school and the maximum class sizes of 25 pupils in Primary One, 30 pupils in Primary Two and Primary Three and 33 pupils in Primary Four to Seven, it would be unlikely that the class structure could be organised to accommodate 670 pupils.

3.8 Council is also requested to note that based on the current baseline pupil roll projection there would be no need to increase the number of teaching spaces at Law Primary School should it approve the building and physical design capacities set out at paragraph 2.1 above.

4 POLICY IMPLICATIONS

4.1 There are no policy implications in this report for the Council.

5 EQUALITIES IMPACT ASSESSMENT

5.1 This report is not applicable to the well being of equalities groups and an Equalities Impact Assessment is not required.

6 RESOURCE IMPLICATIONS

6.1 Financial – None

6.2 Personnel - None

6.3 Other – None

7 BACKGROUND PAPERS

7.1 Appendix 1 – Law Primary School Capacity Assessment November 2012

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DATE	12 December 2012

APPENDIX D/1						
LAW PRIMARY SCHOOL: ANALYSIS OF EXISTING DESIGN CAPACITY						
CLASSROOM CAPACITY	Number	Room Number	Room Area(m ²)	Capacity	2012 Pupil Occupancy	
Classroom with Capacity for 33 Children	1	R015	59.8	33	25	
Temporary Unit	2	R004	59.3	33		
Classroom with Capacity for 30 Children	1	R130	56	32	22	
	2	R126	56	32	30	
	3	R017	54	31	24	
	4	R031	54	30	23	
	5	R033	54	30	30	
	6	R035	52	29	30	
	7	R084	56	32	28	
	8	R086	56	31	29	
Classrooms with Capacity for 25 Children	1	R042	47	27	23	
	2	R047	50	28	25	
	3	R050	47	26	25	
	4	R054	47	26		
	5	R057	49	28	30	
	6	R133	49	28	30	
	7	R064	49	28	30	
	8	R068	50	28	32	
	9	R070	49	28	33	
	10	R073	48	27	25	
	11	R081	50	28	32	
	12	R089	49	28	30	
	13	R066	48	27		
Total capacity				670		
Design Capacity allowing 10% headroom allowance for class organisation				603	556	
OTHER ROOM TYPES				Area		
				required	under	over
Movement and Dance	1	R027	76	120	44	
Support For Learning	1	R025	50	50		
Quiet Room	1	R024	14	20	6	
Tutorial	1	R016	16	25	9	
Tutorial	1	R116	38	25		13
GP / music	1	R022	36	60	24	
Library	1	R138	52	60	8	
GP/Breakout Space	1	R061	43			
GP/Breakout Space	1	R078	40			
GP/Breakout Space	1	R056	29			
Total GP for 23 classrooms (5sqm per class)			112	115	3	
Dining Area 1	1	R100	148			
Dining Area 2	1	R097	93			
Total Dining area			241	226		15
Hall	1	R095	145			
2 badminton court size hall (18.2x17.4)				317	172	
School Resources	1	R052	38			
School Resources	1	R023	8			
Total for School Resouces			46	60	14	
Staff Room	1	R010	14			
Staff Room	1	R011	22			
			36	60	23	
Head Teacher's Room	1	R123	13	16	3	
DHT Office		R121	11	16	5	
Staff Base		R136	10	25	15	
School Office	1	R124	23	30	7	
Medical Room	1	R003	12	10	2	
Auxilliary	1	R004	12	7	4	
Hygiene Room	1			15	15	
Shortfall in current accommodation in Law PS (areas of over provision ignored)				1257	354	
Add allowance for circulation -18%					61	
TOTAL SHORTFALL IN AREA					415	