

**REPORT TO:** Education & Children’s Services Committee

**MEETING DATE:** 18 March 2025

**BY:** Executive Director - Education and Children’s Services

**SUBJECT:** Roll Capping in East Lothian Secondary Schools –  
Session 2025/26

---

## **1 PURPOSE**

- 1.1 To seek Committee approval of the S1-S4 intake levels for East Lothian secondary schools for Session 2025/26.

## **2 RECOMMENDATIONS**

- 2.1 The Committee is asked to agree a maximum intake level in S1-S4 for session 2025/26 in the schools listed below. The reasons for this are set out in section 3.

<b>School</b>	<b>Maximum S1 intake level</b>	<b>Maximum S2 intake level</b>	<b>Maximum S3 intake level</b>	<b>Maximum S4 intake level</b>
Dunbar Grammar School	200	220	220	220
Knox Academy	180	180	180	180
Musselburgh Grammar School	160	150	150	150
North Berwick High School	200	200	200	180
Preston Lodge High School	260	210	240	240
Rosehill High School	160	150	150	100
Ross High School	240	220	220	260

- 2.2 We request that the Committee delegate any changes to the maximum intake level in S1 – S4 to the Head of Education in consultation with the Education Convener, should the number of pupils requiring a place at the school significantly increase or decrease.

### 3 BACKGROUND

- 3.1 The main principles for managing secondary school rolls in East Lothian are to:
- provide high quality education at local schools for local pupils;
  - ensure equality of resources throughout East Lothian;
  - commit to a real choice of education inside our schools and not between our schools.
- 3.2 As an education authority, East Lothian Council has to manage public funds and ensure a balanced education service across the authority in terms of expenditure and resources. This is partly managed by agreeing to limit the overall school roll for a school or to limit the number of pupils in one specific year. This is commonly referred to as “capping”.
- 3.3 When considering how to cap school rolls, East Lothian Council as an education authority must look at all its schools and available resources. We also consider the total population of children who require places in our secondary schools and how many of those are within each catchment area. We consider how each school will manage its resources, and we then balance that with other schools’ situations to ensure that resources are shared evenly throughout East Lothian, thereby avoiding unreasonable public expenditure.
- 3.4 Limiting the number of pupils that the school can admit each academic year allows schools to timetable and employ a suitable number and category of teachers. In general, capping will support appropriate and early organisation for schools to meet their pupils’ needs for a high level of education. Capping prevents detrimental impacts on pupils’ education and ensures effective and efficient management of resources by the authority.

**Note:** Practical classes, such as science subjects, are set in multiples of 20 pupils in secondary schools. Non-practical classes are set in multiples of 30 pupils and those classrooms are furnished to accommodate a maximum of 30 pupils. Where a limit has been set for S1 roll, this has been calculated in multiples of 20 and 30, as per practical and non-practical class maximum.

### 3.5 S1 August 2025 – School Roll

Based on the number of pupils expected in S1 and the current S1-S5 pupils progressing into S2-S6, the pupil numbers for next session 2025/26 are expected to be:

<b>School</b>	<b><u>S1</u></b>	<b><u>S2</u></b>	<b><u>S3</u></b>	<b><u>S4</u></b>	<b><u>S5</u></b>	<b><u>S6</u></b>	<b><u>TOTAL</u></b>
<b>Dunbar Grammar</b>	180	205	201	207	169	135	1097
<b>Knox Academy</b>	170	165	174	163	136	81	889
<b>Musselburgh Grammar</b>	154	134	135	142	124	122	811
<b>North Berwick High School</b>	180	188	179	168	187	144	1046
<b>Preston Lodge High School</b>	244	191	215	217	148	101	1116
<b>Rosehill High School</b>	140	134	138	88	77	N/A	577
<b>Ross High School</b>	222	210	213	251	166	124	1186

3.6 The total roll includes pupils who are expected to transfer to S1 in August 2025 and the number of pupils expected to move up into S2 and so on, to S6. Wallyford Learning Campus will not have S6 pupils in session 2025/26, only S1, S2, S3, S4 and S5.

3.7 The process is complex owing to pupils moving to and leaving East Lothian, late applications, and pupils choosing private schools. We consult with Head Teachers regularly and consider the statistics and information that we collate to decide on appropriate recommendations for the S1 intake. This has informed our capping recommendation, set out in 2.1 above.

3.8 Reserved places must also be considered as part of the roll for secondary schools and a separate report has been completed for this.

## 4 POLICY IMPLICATIONS

4.1 There are no policy implications in this report.

## 5 INTEGRATED IMPACT ASSESSMENT

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

## **6 RESOURCE IMPLICATIONS**

- 6.1 Financial - None
- 6.2 Personnel - None
- 6.3 Other - None

## **7 BACKGROUND PAPERS**

- 7.1 None

<b>AUTHOR'S NAME</b>	Leanne Ayton
<b>DESIGNATION</b>	Principal Officer – Equity & Inclusion
<b>CONTACT INFO</b>	Tel: 01620 827485 Email: <a href="mailto:layton1@eastlothian.gov.uk">layton1@eastlothian.gov.uk</a>
<b>DATE</b>	19 <sup>th</sup> February 2025