

School Session Dates 2012/13

Education, Children and Families Committee

15 March 2011

1 Purpose of report

- 1.1 This report seeks Committee approval for the School Session Dates for 2012/13 (appendices one and two refer) and approval to designate polling days as staff In-Service days.

2 Summary

- 2.1 The annual consultation took place with the following:

- Parent Council Chairs (asking them to consult with parents)
- Head Teachers (asking them to consult with all staff)
- School Business Managers
- Local Negotiating Committee for Teachers (LNCT)
- Edinburgh Chamber of Commerce
- UNISON
- Consultative Committee with Parents
- Children and Families and partner provider nurseries
- Officers from East, Mid and West Lothian Councils

- 2.2 The draft dates were presented to the Consultative Committee with Parents on 2 November 2010 where it was agreed to consult via web and in the electronic newsletter FACE.

- 2.3 This resulted in 2079 responses (in comparison to 40 in 2009 and 249 in 2010) as follows:

Parents	652
School staff	1342
Others or Unknown	84
LNCT	1

- 2.4 The majority of respondents (1626) indicated that they preferred version one. There were 419 in favour of version two and 34 had no preference. The Teachers' Panel, LNCT also preferred version one.
- 2.5 The majority of respondents agreed to the recommendation of the designation of a staff In-Service day in all the City of Edinburgh schools on polling days.

3 Main report

The City of Edinburgh Council Criteria

3.1 The following are recognised wherever possible:

- Session to end before the beginning of the Trades Holiday, normally the first Saturday in July.
- Two In-Service days for staff at the beginning of the session.
- Provision for local holidays
- A one week break during the third week in October (ie the week preceding the last Thursday in October)
- Two full weeks' holiday at Christmas
- Date of SQA examinations
- First two weeks in April for Spring Break

Break down by days

3.2 Break down by days of the week is as follows: Staff days are shown in brackets.

Version One

Monday	Tuesday	Wednesday	Thursday	Friday	Total
33 (36)	38 (40)	40 (40)	40 (40)	39 (39)	Pupils 190 Staff 195

Version Two

Monday	Tuesday	Wednesday	Thursday	Friday	Total
33 (35)	39 (40)	40 (40)	40 (41)	38 (39)	Pupils 190 Staff 195

In-Service Days on Polling Days

- 3.3 A report on the Statutory Review of Polling Districts and Places was submitted to the City of Edinburgh Council on 18 November 2010.
- 3.4 One of the recommendations was to 'agree to the designation of a staff In-Service training day in all City of Edinburgh primary schools on polling days for fixed term elections, where the dates are known well in advance, subject to further discussion with the Director of Children and Families'.
- 3.5 While it is primary schools which are mainly used as polling stations, it is proposed that all schools (secondary, primary, special and nursery) will close to pupils on the following dates for In-Service days:
- Session 2013/14: 5 June 2014 – European Elections
 - Session 2014/15: 7 May 2015 – UK Parliamentary and Local Government Elections.
- 3.6 A decision on which of the existing five In-Service days is to be replaced would be made nearer the time.
- 3.7 Responses to polling days being In-Service days were as follows:
- 1065 in favour
 - 377 against
 - 637 no opinion

4 Transition Days

- 4.1 A transition day programme has taken place annually in June in all secondary schools. This was discussed at the Secondary Head Teacher meeting in August 2008 and it was agreed that the dates should be formalised with the transition for all schools taking place on the Tuesday, Wednesday and Thursday of the penultimate week. It was noted that the programme would not necessarily be offered for three full days.
- 4.2 The transition days for 2013 would therefore be Tuesday 18, Wednesday 19 and Thursday 20 June 2013.

5 Financial Implications

- 5.1 There are no financial implications.

6 Environmental Impact

- 6.1 There are no environmental impacts arising from this report.

7 Conclusions

- 7.1 The majority of respondents prefer version one.
- 7.2 The majority of respondents agreed to staff In-Service days on polling days.

8 Recommendations

- a) The Education, Children and Families Committee is asked to approve the Session dates 2012/13 – version one.
- b) The Education, Children and Families Committee is asked to approve a staff In-Service training day in all the City of Edinburgh schools on 5 June 2014, 7 May 2015 and any thereafter, where the dates are known in advance, subject to further discussion with the Director of Children and Families.

Gillian Tee
Director of Children and Families

Appendices	1	Session dates version one
	2	Session dates version two

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Wards affected All

Single Outcome Agreement N/A

Background Papers None

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CHILDREN AND FAMILIES

School Session Dates 2012/13 (Version 1)

Staff resume		Monday	13 August *	2012
Staff only		Tuesday	14 August *	2012
Pupils return		Wednesday	15 August	2012
Autumn Holiday	Schools closed	Monday	17 September	2012
All resume		Tuesday	18 September	2012
Mid-term	All break	Friday	12 October	2012
	Staff resume	Monday	22 October*	2012
	Pupils resume	Tuesday	23 October	2012
Term ends		Thursday	20 December	2012

Staff resume		Monday	7 January*	2013
Pupils resume		Tuesday	8 January	2013
Mid-term	All break	Friday	8 February	2013
	All resume	Monday	18 February	2013
Term ends		Friday	22 March	2013

Good Friday	Schools closed	Friday	29 March	2013
Easter Monday	Schools closed	Monday	1 April	2013

All Resume		Monday	8 April	2013
Spring Holiday	Schools closed	Monday	15 April	2013
May Day	Schools closed	Monday	6 May	2013
All resume		Tuesday	7 May	2013
Victoria Day	Schools closed	Monday	20 May	2013
Staff resume		Tuesday	21 May*	2013
Pupils resume		Wednesday	22 May	2013
Term ends		Friday	28 June	2013

* Five In-Service days for all schools. See over for transition days

The above timetable allows for staff and pupil attendance as follows:

	Pupils	Staff
Term 1	85	88
Term 2	49	50
Term 3	56	57
Total	190	195

P7/S1 Transition Days – Tuesday 18 June, Wednesday 19 June and Thursday 20 June 2013.

The start date for session 2013/2014 for pupils has been provisionally identified as Wednesday 14 August 2013.

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CHILDREN AND FAMILIES

School Session Dates 2012/13 (Version 2)

Staff resume		Thursday	16 August *	2012
Staff only		Friday	17 August *	2012
Pupils return		Monday	20 August	2012
Autumn Holiday	Schools closed	Monday	17 September	2012
All resume		Tuesday	18 September	2012
Mid-term	All break	Friday	12 October	2012
	Staff resume	Monday	22 October*	2012
	Pupils resume	Tuesday	23 October	2012
Term ends		Friday	21 December	2012

Staff resume		Monday	7 January*	2013
Pupils resume		Tuesday	8 January	2013
Mid-term	All break	Thursday	7 February	2013
	All resume	Tuesday	12 February	2013
Term ends		Thursday	28 March	2013

Good Friday	Schools closed	Friday	29 March	2013
Easter Monday	Schools closed	Monday	1 April	2013
Spring Holiday	Schools closed	Monday	15 April	2013

All Resume		Tuesday	16 April	2013
May Day	Schools closed	Monday	6 May	2013
All resume		Tuesday	7 May	2013
Victoria Day	Schools closed	Monday	20 May	2013
Staff resume		Tuesday	21 May*	2013
Pupils resume		Wednesday	22 May	2013
Term ends		Friday	28 June	2013

* Five In-Service days for all schools. See over for transition days

The above timetable allows for staff and pupil attendance as follows:

	Pupils	Staff
Term 1	83	86
Term 2	56	57
Term 3	51	52
Total	190	195

P7/S1 Transition Days – Tuesday 18 June, Wednesday 19 June and Thursday 20 June 2013.

The start date for session 2013/2014 for pupils has been provisionally identified as Monday 19 August 2013.

