

Tel: 0141 577 3103  
Date: 7 November 2018

Education Department  
211 Main Street  
Barrhead  
G78 1SY

Mrs Moira Smith  
1 Main Street  
GLASGOW  
G77 5MW

Dear Mrs Smith

As a parent/carer of John Smith who attends Mearns Primary School and who resides at a property which will be located within the delineated catchment area of Maidenhill Primary School from August 2019, I write to advise of how you can access further information on the transition process and to ask you to decide which school John will attend from August 2019.

From August 2019 the current delineated catchment area of Mearns Primary School will change with an area of the catchment being allocated to Maidenhill Primary School. The new delineated catchment areas will affect applications to register pupils for a school place commencing academic year 2019/20 and beyond. The agreed defined delineated catchment areas effective from school session 2019/20 and beyond for Mearns and Maidenhill primary schools can be viewed in Mearns Primary School, from the formal Consultative Document published in November 2016 which is available on the East Renfrewshire Council website, or via the Maidenhill Primary School website using the link below:

<https://blogs.glowscotland.org.uk/er/maidenhill/>

Construction of the new school is well advanced and again, images of the new school can be viewed on the Maidenhill Primary School website.

I appreciate that parents/carers may have specific questions regarding transition to the new school. A public meeting for parents/carers will take place at 6.30pm on 27 November in Mearns Primary School. Representatives from the Education Department, as well senior leaders from Mearns and Kirkhill primary schools, will be in attendance to provide you with further information and to answer any questions you may have.

PTO

The location of your residence, currently recorded in the Education Department's management information system as **1 Main Street, G77 5MW**, means that you have the option of allowing any child who currently attends Mearns Primary School to continue to do so, alternatively they can attend Maidenhill Primary School from August 2019.

As previously described, if you continue to live at your current residence the non-denominational primary school associated with your location of residence will be Maidenhill Primary School for school applications commencing August 2019 and beyond. You are of course entitled to submit a placing request application for any other school, but these places are not guaranteed. This means that should you have a child due to commence primary education in August 2019 and you wish for them to attend Mearns Primary School, you will be required to submit a P1 placing request to the Education Department no later than 31 January 2019; placing request applications will be responded to by the end of April 2019, in accordance with the Department's placing request policy.

Should you submit a P1 placing request for a place at Mearns Primary School this may be refused in April due to a lack of available places. At this point in the admissions process, if you decide that you would like John to attend Maidenhill Primary School, I regret that this will only be possible by submitting a placing request to the Education Department. Given that the Education Department is bound by legislation to process and respond to all placing requests by the end of April, it may be the case that no places will be available at Maidenhill Primary School at the stage required, as they may have already been allocated.

Please complete the tear off slip below confirming the choice of school for John for academic session 2019/20 and return to Mearns Primary School **no later than Friday 7 December 2018**.

It would also be helpful to know if you have any younger children due to commence P1 in August 2019, and I ask that you note the names of any children in the return slip below.

Yours sincerely

Mark Ratter  
Head of Education Services  
(Quality Improvement & Performance)

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I confirm that John Smith will attend Maidenhill / Mearns Primary School \* from August 2019.

\*delete as appropriate.

Signed \_\_\_\_\_  
**Mrs Moira Smith (Parent of John Smith)**

Date \_\_\_\_\_

Siblings - New P1 entrants for August 2019 (i.e. nursery age children)

Name(s) of child(ren): \_\_\_\_\_