



## Purpose of the department

The fundamental purpose of the Department of Education and Recreation Services is to provide high quality education and recreation services to children and adults in partnership with them, within the framework legislation, the Council's strategic objectives and departmental policy. The Education and Recreation Services Department has five main functions:



**School education:** Providing pre-school, primary and secondary education, additional support for pupils with special educational needs, accommodation for Kirkwall Grammar School pupils from the outer islands, quality school meals and home to school transport for those pupils who qualify.

**Library services:** Providing a comprehensive library and archive service.

**Community education:** Providing youth work, community development support for individuals and communities, adult education opportunities, facilities and activities for the whole community and support for the work of community schools.

**Orkney College:** Providing both further and higher education opportunities for adult learners from the whole community.

**Recreation services:** Providing leisure and sporting facilities including swimming pools and the Pickaquoy Centre.



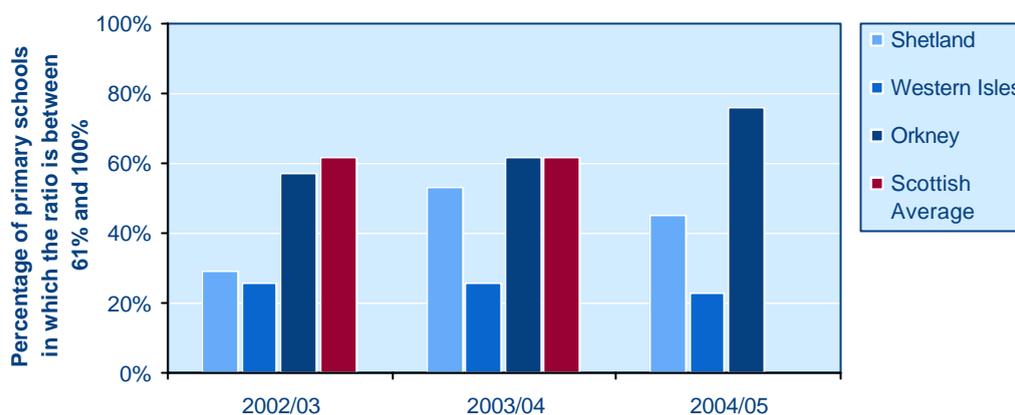
## Performance of the department

The performance of the Education and Recreation Services Department over the three year period 1<sup>st</sup> April 2002 – 31<sup>st</sup> March 2005 has been measured by Statutory Performance Indicators (SPIs), Best Value reviews, Her Majesty's Inspectorate of Education (HMIe) reports on the Council's schools, and a number of projects and other developments. Progress has also been measured against targets identified in the 2003/04 Annual Performance Report. The results are summarised below.

### Statutory Performance Indicators (SPIs)

**Primary schools – pupil ratio:** The next chart shows how the Council performed with regard to the percentage of primary schools in which the ratio of pupils to available places was between 61% and 100% in 2002/03, 2003/04 and 2004/05.

**Primary Schools - Ratio of Pupils to Available Places**

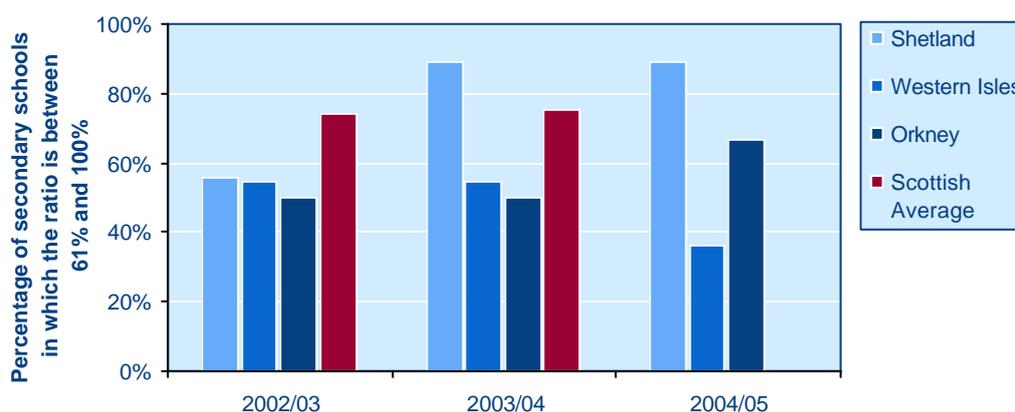


OIC ranked 21 out of 32 Scottish councils in 2002/03; and 19 in 2003/04

The Council's performance was not very good in 2002/03, was significantly better than its comparators, but was not as good as the Scottish average. In 2003/04 the Council's performance improved, remaining better than its comparators and marginally better than the Scottish average. In 2004/05 the Council's performance improved again, and was ahead of its comparators. This continued improvement can be partly explained by the capacity figures being altered as a result of the Scottish Executive's Circular 3/2004 'Guidance on Determining School Capacities'. Ideally the ratio would be approximately 90%, with enough capacity to accommodate new people moving into the community. However, given falling primary school roles and the lack of opportunity to rationalise schools in the islands, this is not possible.

**Secondary schools – pupil ratio:** The chart below shows how the Council performed with regard to the percentage of secondary schools in which the ratio of pupils to available places was between 61% and 100% in 2002/03, 2003/04 and 2004/05.

**Secondary Schools - Ratio of Pupils to Available Places**

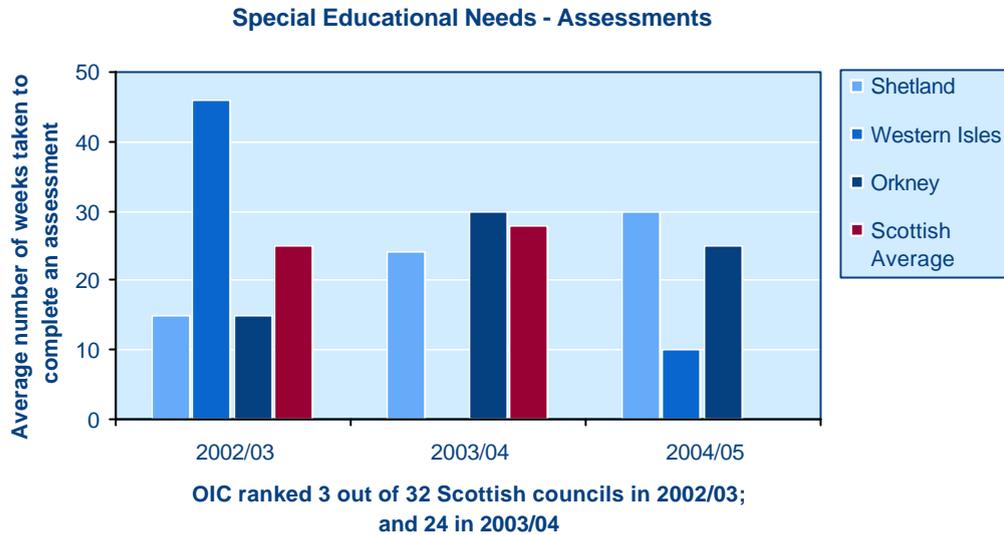


OIC ranked 28 out of 32 Scottish councils in 2002/03 and 2003/04

The Council's performance was poor in 2002/03 and 2003/04, and was not as good as its comparators or the Scottish average. In 2004/05 the Council's performance improved and was better than the Western Isles, but not as good as Shetland. This continued improvement can be partly explained by the capacity figures being altered as a result of the Scottish Executive's Circular 3/2004 'Guidance on

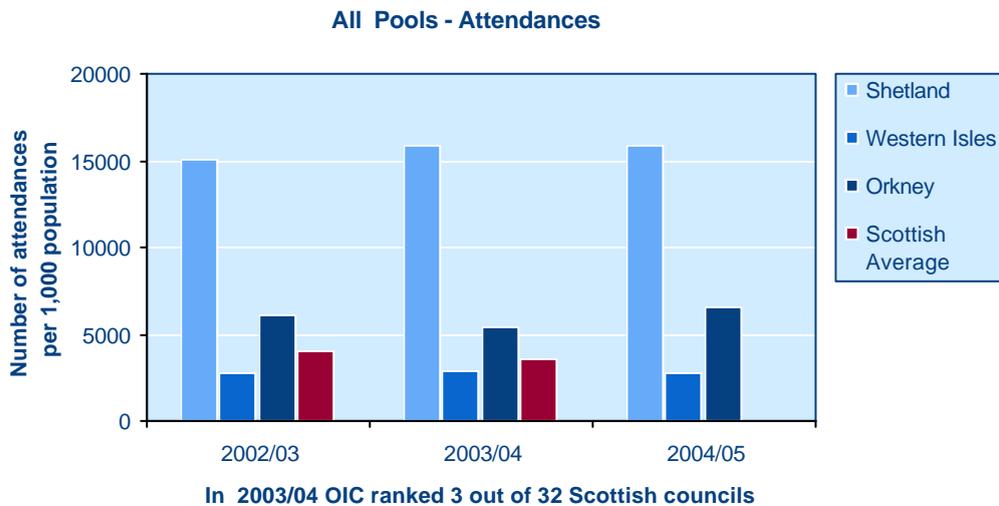
Determining School Capacities'. Ideally the ratio would be approximately 90%, with enough capacity to accommodate new people moving into the community. However, given the lack of opportunity to rationalise the 4 secondary schools in the islands, this is not possible.

**Special educational needs:** The chart below shows how the Council performed with regard to the average number of weeks taken to complete an assessment of special educational needs in 2002/03, 2003/04 and 2004/05.



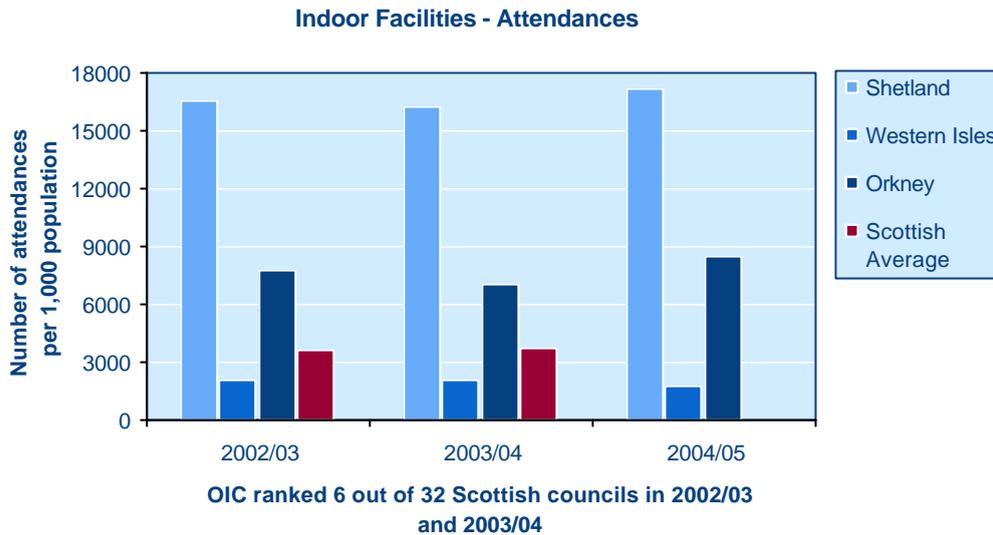
The Council's performance was excellent in 2002/03, was considerably better than the Scottish average and the Western Isles, and was the same as Shetland. In 2003/04 the Council's performance declined considerably and was not as good as Shetland or the Scottish average (Western Isles provided this service but it wasn't required). This has been attributed to an anomaly out-with the Council's control. In 2004/05 the Council's performance improved and was better than the Western Isles but not as good as Shetland. The increase in the time taken to complete an assessment can be attributed to the lack of a resident paediatrician, whose input forms part of the assessment.

**Swimming pools:** The chart below shows how the Council performed with regard to the number of attendances at swimming pools per 1,000 of the population in 2002/03, 2003/04 and 2004/05.



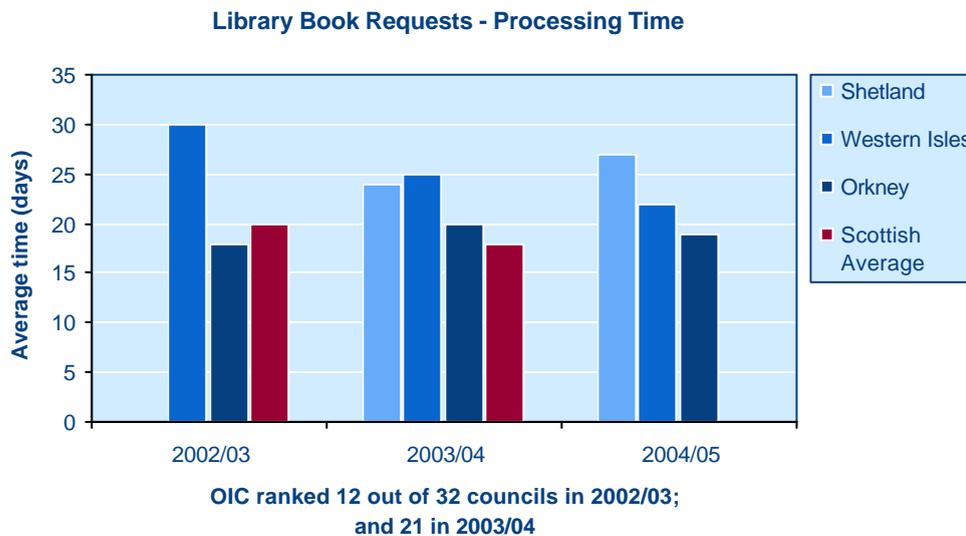
The Council's performance was excellent in 2002/03 and 2003/04, was better than the Western Isles and the Scottish average, but was not as good as Shetland. In 2004/05 the Council's performance improved and was better than the Western Isles, but remained significantly behind Shetland. This improvement has been attributed to additional coaching sessions at the Stromness pool, additional adult and junior lessons at the Kirkwall pool, free swims for juniors throughout summer 2004, and additional Kirkwall Grammar School swim sessions.

**Indoor facilities:** The chart below shows how the Council performed with regard to the number of attendances at indoor facilities per 1,000 of the population in 2002/03, 2003/04 and 2004/05.



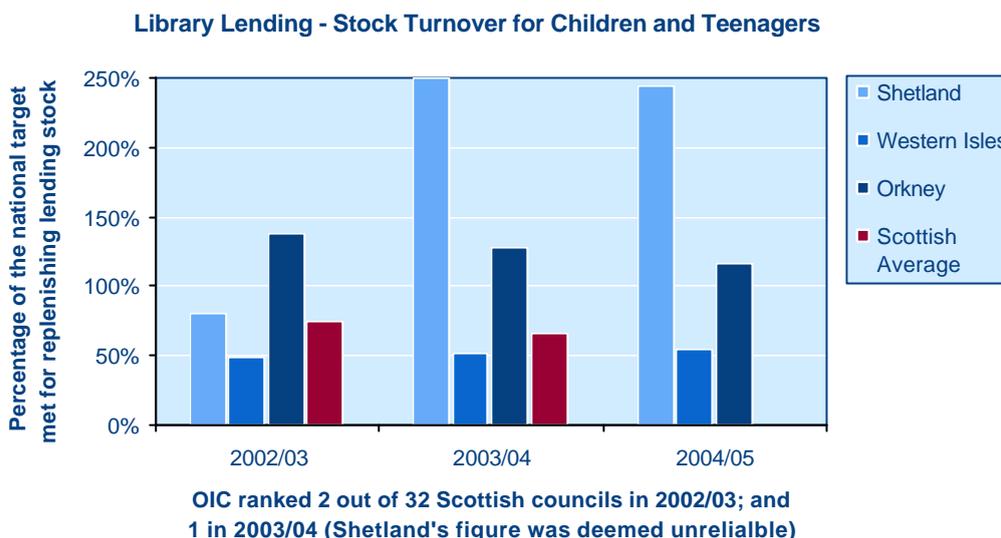
The Council's performance was very good in 2002/03 and 2003/04, was better than the Western Isles and Scottish average, but not as good as Shetland. In 2004/05 the Council's performance improved and remained better than the Western Isles, but not as good as Shetland. The increase in attendance at indoor facilities in 2004/05 can be attributed to the introduction of the 'Out of Schools Programme', the addition of the Dounby Centre and Kirkwall Grammar School Teen Gym, a growth in exercise classes at the Pickaquoy Centre, and an increase of club use at Kirkwall Sports Centre.

**Libraries – processing time:** The chart below shows how the Council performed with regard to the average number of days taken to satisfy library book requests in 2002/03, 2003/04 and 2004/05.



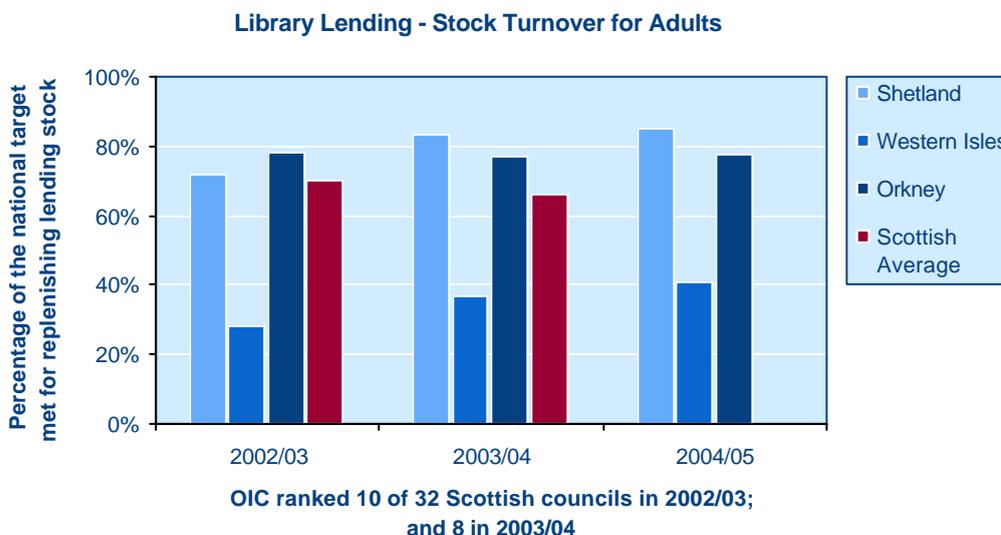
The Council's performance was good in 2002/03 and was better than the Western Isles and the Scottish average (Shetland did not return this SPI). In 2003/04 the Council's performance declined and was behind the Scottish average, but was ahead of its comparators. In 2004/05 the Council's performance improved remaining better than its comparators. This improvement in performance can be attributed to normal access to stock being resumed following the move to the new premises.

**Libraries – stock turnover for children/teenagers:** The chart below shows how the Council performed with regard to the percentage of the national target (100 additions per 1,000 of the local population) met for replenishing lending stock for children and teenagers in 2002/03, 2003/04 and 2004/05.



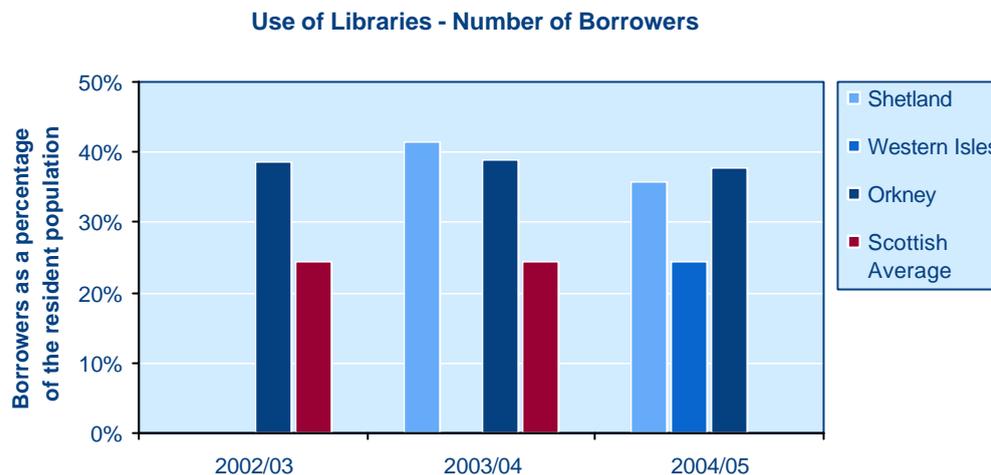
The Council's performance was excellent in 2002/03 and 2003/04 and was better than the Western Isles and the Scottish average. In 2004/05 the Council's performance declined slightly and was not as good as Shetland, but better than the Western Isles. The slight decline in performance has been attributed to the move to the new Orkney Library where the purchase of new stock was initially restricted, although performance still exceeds national targets.

**Libraries – stock turnover for adults:** The chart below shows how the Council performed with regard to the percentage of the national target (280 additions per 1,000 of the local population) met for replenishing lending stock for adults in 2002/03, 2003/04 and 2004/05.



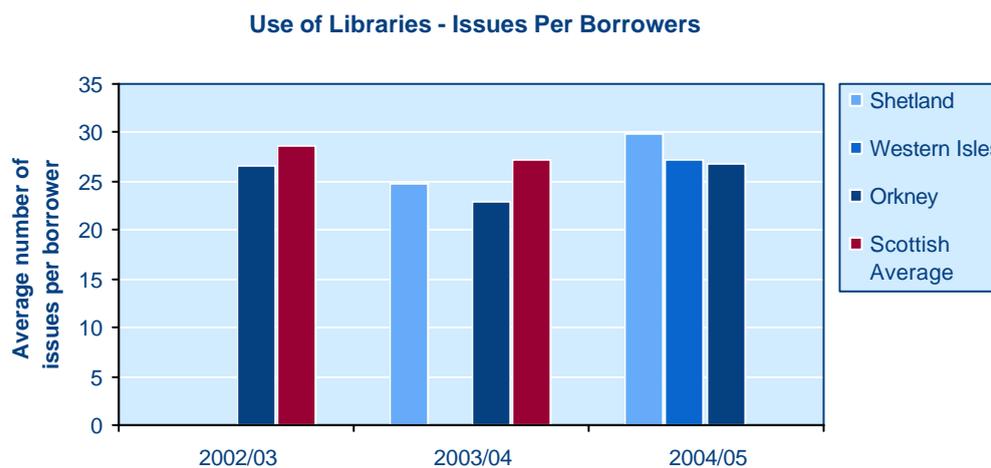
The Council's performance was very good in 2002/03 and was better than its comparators and the Scottish average. In 2003/04 the Council's performance remained very good and better than the Western Isles and the Scottish average. In 2004/05 the Council maintained its performance and was better than the Western Isles, but not as good as Shetland. The slight improvement in performance can be attributed to a revised purchase procedure for stock.

**Libraries – number of borrowers:** The chart below shows how the Council performed with regard to the number of borrowers as a percentage of the resident population in 2002/03, 2003/04 and 2004/05.



The Council's performance was better than the Scottish average in 2002/03. In 2003/04 the Council maintained its performance and was better than the Scottish average, but not as good as Shetland. In 2004/05 the Council's performance was better than Shetland and the Western Isles. The slight decline in performance in 2004/05 follows the national trend.

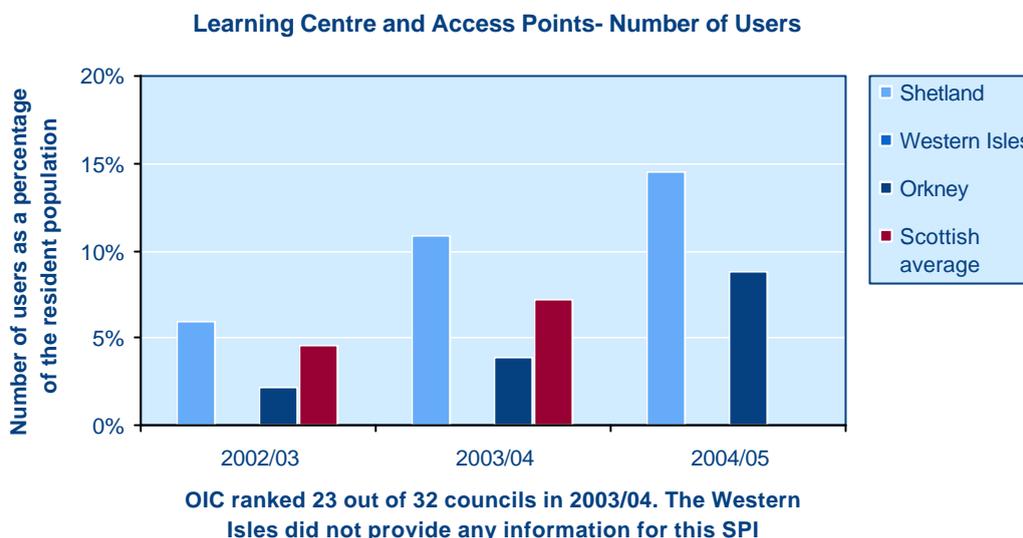
**Libraries – issues per borrower:** The chart below shows how the Council performed with regard to the number of issues per borrower in 2001/02, 2002/03 and 2003/04.



The Council's performance was not as good as the Scottish average from 2002/03. In 2003/04 the Council's performance declined and was not as good as Shetland or the Scottish average. In 2004/05 the Council's performance improved but remained behind its comparators. This improvement in

performance can be attributed to the improved layout, better display area, and increase in material available at the new library.

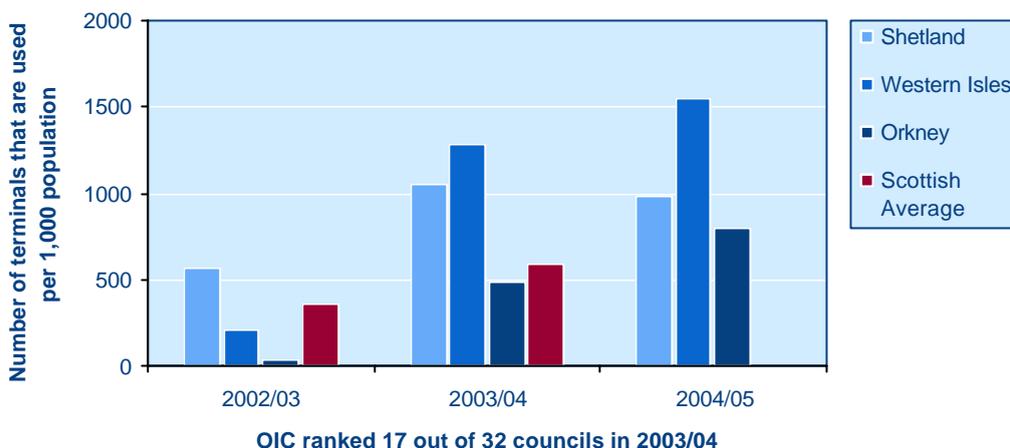
**Learning centre and access points- number of users:** The chart below shows how the Council performed with regard to the number of users as a percentage of the resident population in 2001/02, 2002/03 and 2003/04.



The Council's performance was not very good in 2003/04 and 2004/05, and was not as good as Shetland or the Scottish average. There has however been continuous improvement over the whole period, which can be attributed to an increase in the number of users due to more public access computers being made available.

**Learning centre and access points- number of terminals:** The chart below shows how the Council performed with regard to the number of terminals that are used per 1,000 population in 2001/02, 2002/03 and 2003/04.

**Learning Centre and Access Points- Number of Terminals**

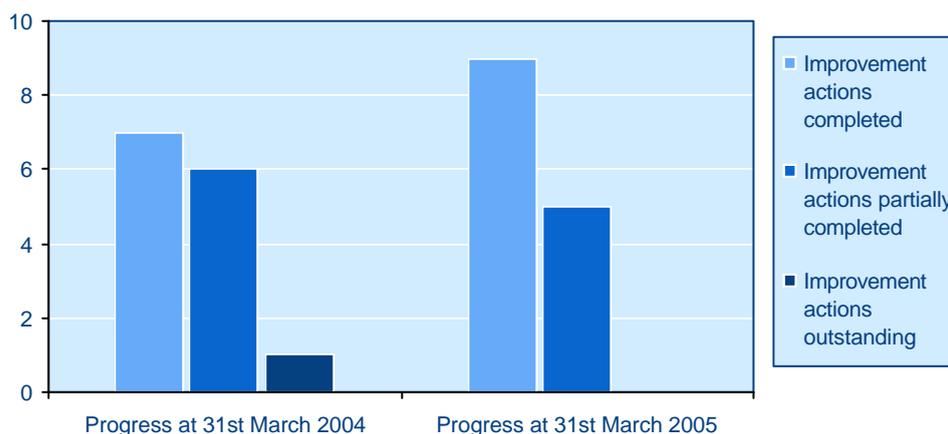


The Council's performance was poor in 2002/03, fair in 2003/04 and was not as good as its comparators or the Scottish average. In 2004/05 the Council's performance improved somewhat. The improvement in performance can be attributed to an increase in the number of users due to more public access computers being made available.

**Best Value reviews**

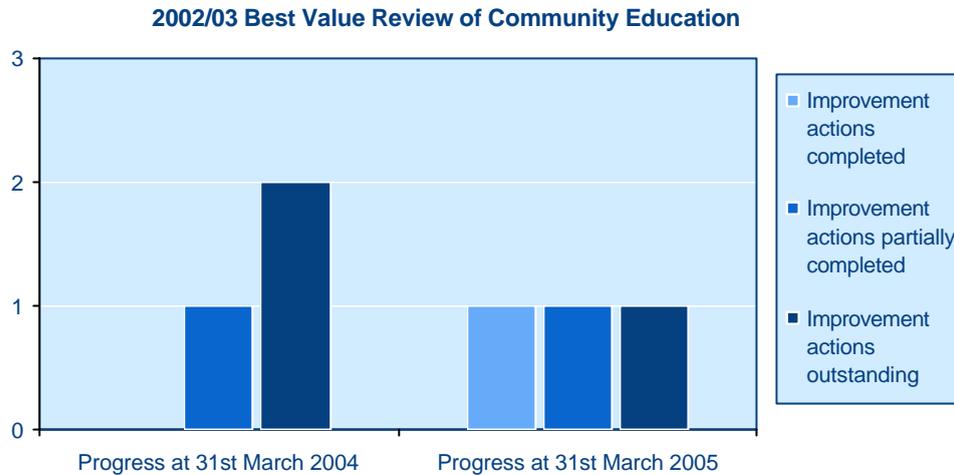
In 2002/03 a Best Value review of primary and secondary education was carried out. The outcome of this Best Value review was a recommendation by the Best Value Working Group in January 2004 that the department should, through its internal planning mechanisms, prepare a service development plan incorporating the 14 improvements actions identified as necessary in the review. Progress at 31<sup>st</sup> March 2004 and 31<sup>st</sup> March 2005 was as follows:

**2002/03 Best Value Review of Primary and Secondary Education**



In 2002/03 a Best Value review of community education was carried out. The outcome of this Best Value review was a recommendation by the Best Value Working Group in January 2004 that the department should, as soon as guidance was drawn up by the Scottish Executive, and through its internal planning mechanisms, prepare a service development plan incorporating the 3 improvement

actions identified as necessary in the review. Progress at 31<sup>st</sup> March 2004 and 31<sup>st</sup> March 2005 was as follows:



In 2002/03 a Best Value review of Orkney College was carried out. The outcome of this Best Value review was a recommendation by the Best Value Working Group in March 2004 that the department should, through the internal planning mechanisms of Orkney College, prepare a service development plan incorporating the 9 improvement actions identified as necessary in the review. Progress at 31<sup>st</sup> March 2005 is as follows:

Improvement actions completed = 5

Improvement actions partially completed = 3

Improvement actions outstanding = 1

#### Inspection reports by Her Majesty's Inspectorate of Education (HMIE)

In order to ensure the Council's compliance with the regulations associated with the Standards in Scotland's Schools etc. Act 2000. HMIE carries out two to four inspections of schools in Orkney each year; for some pre-school centres and nursery classes inspections are carried out jointly with the Care Commission. Information on the latest inspections carried out of the Council's schools by HMIE prior to 31st March 2005 is summarised below.

**Dounby Primary School** was inspected by HMIE in June 2003. A number of action points were recommended and an action plan formulated to ensure these are addressed. HMIE intend no further visits to the school in connection with this report and progress on the main points for action will be reported to parents and carers within two years.

**Dounby Primary School Nursery Class** was inspected by the Care Commission and HMIE in June 2003. Two points for improvement were recommended and an action plan formulated to ensure these are addressed. Both school and education department staff will monitor progress. The pre-school centre will be subject to annual inspection by the Care Commission.

**Glaitness Primary School Nursery Class** was inspected by the Care Commission and HMIE in September 2003. Several points for improvement were recommended and an action plan formulated to

ensure these are addressed. Both school and education department staff will monitor progress. The pre-school centre will be subject to annual inspection by the Care Commission.

**North Ronaldsay School** was inspected by HMIE in September 2002. The report published in November 2002 found that:

- the quality of education had strengths;
- the pupils were well motivated; and
- staff made effective use of the environment.

As part of the ongoing work of HMIE, a team revisited the school in May 2004 to evaluate progress made in responding to the main points for action. The report published in August 2004 indicated that good progress had been made towards meeting all the main points for action and that the Council had provided effective support to the head teacher in bringing about improvements.

**Orphir Nursery** was inspected by the Care Commission and HMIE in October 2004 as part of an integrated inspection. Implementation of all aspects of the curriculum for pre-school children was found to be very good. The findings of the inspection support the view of staff within the Department of Education and Recreation Services that provision at Orphir is very good. Ongoing work with the school, to support development and monitor progress, will continue. The pre-school centre will be subject to annual inspection by the Care Commission.

**Papdale Primary School Nursery Class** was inspected in March 2005 as part of the integrated inspection programme by the Care Commission and HMIE. The nursery catered for pre-school children aged three to five years. At the time of the inspection the roll was 64. Staff from the Department of Education and Recreation Services will work with the school to continue to monitor progress and the pre-school class will continue to be subject to annual inspection by the Care Commission.

**Pierowall Junior High School** was inspected by HMIE during January and February 2003. A number of action points were recommended and an action plan formulated to ensure these are addressed. The main points for action were built in to the school development plan, which was presented to the school board and parent community.

**Shapinsay Primary School** was inspected by HMIE in March 2005 as part of a national sample of primary education. The inspection covered key aspects of the work of the school at all stages. It evaluated pupils' achievements, the effectiveness of the school, the environment for learning, the school's processes for self-evaluation and capacity for improvement. There was a particular focus on attainment in English language and mathematics.

**Shapinsay Primary School Nursery Class** was inspected in March 2005 as part of the integrated inspection programme by the Care Commission and HMIE. Education Department staff will work with the school to continue to monitor progress and the pre-school class will continue to be subject to annual inspection by the Care Commission.

**St Andrews Primary School** was inspected by HMIE in September 2003. A number of action points were recommended and an action plan formulated to ensure these are addressed. A progress report, in relation to the main points for action, will be provided to parents and carers within two years.

**St Andrews Primary School Nursery Class** was inspected by HMIE and the Care Commission in September 2003. Several points for improvement were recommended and an action plan formulated to

ensure these are addressed. Both school and education department staff will monitor progress. The pre-school centre will be subject to an annual inspection by the Care Commission.

**Stenness Primary School** was inspected in October 2004 by HMle. All aspects of the school were judged to be good or very good. Parents were very pleased with all aspects of the school's work and had no significant concerns. The report confirms the view of staff within the Department of Education and Recreation Services that pupils in the catchment area are well served by the school. The report also notes a number of useful points for action which affirm the agenda for continuous improvement adopted by the school.

**Stenness Primary School Nursery Class** was inspected by the Care Commission and HMle in October 2004 as part of an integrated inspection. Implementation of all aspects of the curriculum for pre-school children was found to be very good. The findings of the inspection support the view of staff within the Department of Education and Recreation Services that provision at Stenness is very good. Ongoing work with the school, to support development and monitor progress, will continue. The pre-school centre will be subject to annual inspection by the Care Commission.

**Stromness Primary School** was inspected by HMle in March 2004. The inspection report noted that the Council had identified many of the school's weaknesses and had taken steps to support the school. Several action points were recommended, some of which were addressed immediately. HMle will engage with the school and the Education Department to monitor progress and will publish an interim report within one year of the publication date of the original report. Thereafter HMle will continue to engage with the school and the Education Department and will undertake a follow-through inspection. This will result in another report to parents within two years of the publication of the original report.

**Stromness Primary School Nursery Class** was inspected by HMle and the Care Commission in March 2004. Several points for improvement were recommended and an action plan formulated to ensure these are addressed. Both school and Education Department staff will monitor progress. The pre-school centre will be subject to an annual inspection by the Care Commission.

## Projects and other developments

In addition to the above, a number of projects and other developments have been progressed by the Education and Recreation Services Department in the period 1st April 2002 – 31st March 2005.

**New premises for Orkney Library and Archive:** In December 2003, the library and archive service relocated to new premises in Kirkwall.

**The learning link:** In May 2002, funded by the Scottish Executive's adult literacy and numeracy initiative, the learning link opened in Kirkwall to provide a base for adult basic education.

**Education service improvement plan:** Following extensive public consultation, the Education Service Improvement Plan for 2002-2005 was published in February 2003.

**Education Service Standards & Quality Report:** Describing current performance across Orkney's schools and setting out 3 year targets, the first Standards & Quality Report was published in 2002.

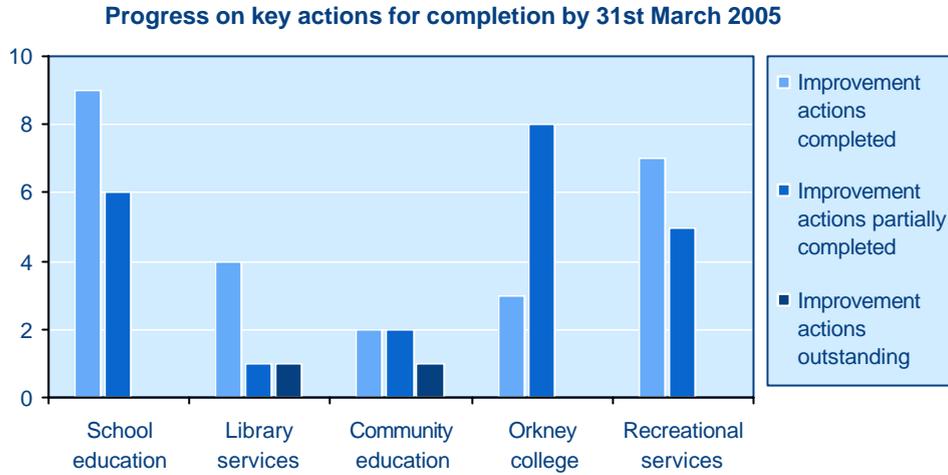
**Healthy Living Centres:** The Shapinsay Healthy Living Centre was opened on 8<sup>th</sup> January 2005

**KGS Teen Gym:** Opened in November 2004 for school pupil use.



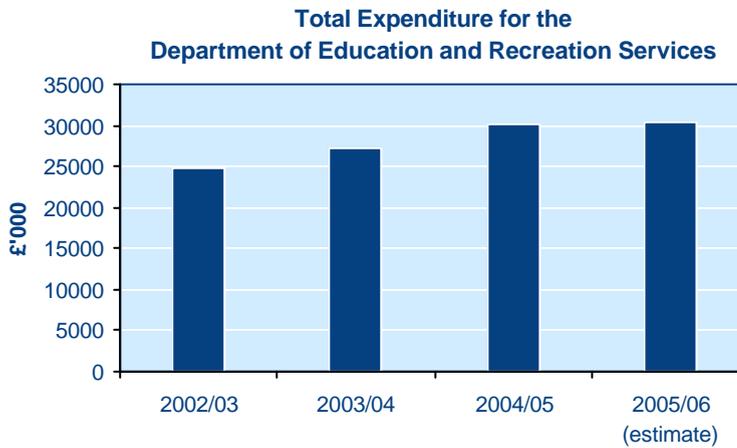
**Progress on key actions for completion by 31<sup>st</sup> March 2005 as identified in the 2003/04 APR**

The Council's first Annual Performance Report, published in January 2005, identified a total of 49 key actions for completion by 31<sup>st</sup> March 2005. Progress at 31<sup>st</sup> March 2005 was as follows:



**Departmental finance**

The table below shows the growth in the department's budget from 2002/03 to 2005/06. The department reports that it is increasingly difficult to balance its budget, with a number of significant and unavoidable pressures, for example, pay awards, recruitment costs and property costs. A priority for the department over the next few years will be to try to increase efficiency without compromising the high quality of service.



### Key actions identified in the Corporate Strategic Plan 2005-2008

The Council's **Corporate Strategic Plan 2005-2008** identified a total of 12 key actions for which the Department of Education and Recreation Services will be responsible for completing over the life of the plan:

		Timescale
		2005/08
		2005/06
		2005/06
		2005/06
		2006
		2008
		2006/07
		2006/07
		2005/06
		2005/07
		2005/06
		2006/07

Progress on these key actions will be reported in future Annual Performance Reports.