

**Proposal to close Kilwinning Early Years Centre and
Establish the provision as Pennyburn Primary School
Early Years' Class**

**Note of Public Meeting
Held at 6.30pm on Tuesday 8 November 2022 at
Cranberry Moss Community Centre, Kilwinning**

NAC Attendees	Caroline Amos, Head of Service, Education (chair)
Communities and	Andrew McClelland, Head of Service, Education
Education Directorate	Lynn Taylor, Senior Manager, Education
	Fiona Hopkins, Senior Manager, Education
	Claire Reid, Project Officer, Education (note taker)

Caroline Amos opened the meeting at 6.37pm, thanking people for their attendance. It should be noted that there were only 4 other attendees, as follows:

- Acting Head of Centre, Kilwinning Early Years Centre
- Depute and Head Teacher, Pennyburn Primary School
- Local Association Secretary, EIS North Ayrshire

Caroline delivered a presentation, highlighting that the Equality and Children's Rights Impact Assessment had been carried out and no adverse implications were found.

Caroline reiterated the fact that this is, formally, a closure proposal. A Council decision to proceed is, therefore, subject to referral to Scottish Ministers. This process and the methods of making such representations were described in detail.

Caroline explained that the main change is to the leadership of the provision. The proposal will have an impact on the current leadership teams of both Kilwinning Early Years Centre and Pennyburn Primary School. Pennyburn Primary School's existing Head Teacher will have a new and direct responsibility for the leadership of the early years' class. If this proposal is approved, a new Manager post would be created in the early years' class. The current and proposed Staffing Structures are attached for ease of reference.

A question was asked about future staffing and other operational arrangements and it was agreed that this would be discussed in more detail, should the proposal be approved at Council and then by Scottish Ministers.

Caroline then closed the meeting.