**Statutory Provision for using schools and rooms for public meetings**

Candidates may want to engage with the public through public meetings where they can promote their views and respond to questions from the audience.

Under Section 95 of the Representation of the People Act 1983, a candidate at a Parliamentary election is entitled to use rooms in school premises and other publicly maintainable meeting rooms, free of charge to hold public meetings at reasonable times of the day and these must be booked by the candidate. This right applies during the period between the publication of the notice of election (31 May 2024) and the day of the election itself (4 July 2024).

Should you wish to use a school room for election meetings please the School Lets team on 0131 469 3108 or [school.lets@edinburgh.gov.uk](mailto:school.lets@edinburgh.gov.uk). The application form can be found [here](http://www.edinburgh.gov.uk/info/20195/venues/490/primary_and_special_school_lets).

You will need to give reasonable notice, normally two weeks, which will reduce the risk of the request being refused. The council will make no hire charge for these rooms, but candidates would need to pay for any expenses such as heating, lighting cleaning and janitorial support and for any damage to the premises.

The obligation to provide rooms in schools is an obligation to provide a suitable room in a school (not an independent school) in the local authority area for which the candidate is standing, or if there is no such school in the local authority area, to such a school in an adjacent one.

The right to use rooms in schools does not authorise any interference with the hours during which a school is used for educational purposes and as with publically maintainable meeting rooms it does not override any prior letting of a meeting room.

If you wish to discuss further, contact the Election Team via [elections@edinburgh.gov.uk](mailto:elections@edinburgh.gov.uk) or Chris Highcock, Depute Returning Officer (0131 469 3126 / [chris.highcock@edinburgh.gov.uk](mailto:chris.highcock@edinburgh.gov.uk)) to discuss your requirements and what might be suitable.

**SCHEDULE 5 – REPRESENTATION OF THE PEOPLE ACT 1983**

**Schools and rooms for local election meetings**

Section 95

USE FOR PARLIAMENTARY ELECTION MEETINGS OF ROOMS IN SCHOOL PREMISES AND OF MEETING ROOMS

1.-(l) Any arrangements for the use of a room in school premises shall be made with the local education authority maintaining the school.

2) Any question as to the rooms in school premises which a candidate in any constituency is entitled to use, or as to the times at which he is entitled to use them, or as to the notice which is reasonable, shall be determined by the Secretary of State.

2.-(1) Every local education authority shall prepare and revise for their area lists of the rooms in school premises which candidates in any constituency are entitled to use.

(2) The list shall include the rooms in premises outside, as well as those in premises in, the constituency.

3.-(1) Every district and London borough council shall prepare and revise for their area lists of the meeting rooms which candidates in any constituency are entitled to use.

(2) The list shall indicate the person to whom applications for the use of the room are to be made in each case.

(3) The list shall not include any room if the person maintaining it disputes the right of candidates in the constituency to use it.

4. The lists of rooms in school premises and of meeting rooms prepared for each constituency shall be kept by the registration officer, and those lists and particulars of any change made on their revision shall (where necessary) be forwarded to him accordingly.

5. In the event of a dissolution, or of a vacancy occurring in the seat for the constituency, any person stating himself to be, or to be authorised by, a candidate or his election agent shall be entitled at all reasonable hours to inspect those lists or a copy of them.

6. In the application of this Schedule to Scotland-

(a) for any reference to a local education authority substitute a reference to an education authority ;

(b) sub-paragraph (1) of paragraph 2, sub-paragraph (1) of paragraph 3 and paragraph 4 do not apply, and it is the duty of the proper officer of the council of every islands area and district to prepare and keep for each constituency wholly situated in the area of the council and for each part so situated of any other constituency-

(i) a list of rooms in school premises, and

(ii) a list of meeting rooms,

which candidates in the constituency are entitled to use.