

## South West Neighbourhood Group Meeting

Wednesday 12 November 2014

Firrhill High School 6.30pm to 8.30pm

**Chair:** Moyra Wilson, Senior Education Officer

**Minutes:** Liz Leslie, Queensferry High School

### Present:

Caroline Didcock, HT, Clovenstone Primary School

Jackie Stewart, CLD Rep

Alastair Murray, PC Rep, Dean Park Primary School

Liz Walshe, HT, Oxgangs Primary School

Sarah Brown, HT, Firrhill High School

Stephen Preston, PC Rep, Firrhill High School

### Apologies:

James Nicol, PC Rep, Nether Currie Primary School

Lindsay Blakemore, PC Rep, Bonaly Primary School

Neil Langhorn, PC Chair, Ratho Primary School

Crerar Christie, Oxgangs Primary School

Tracey Campbell, PC Rep, Pentland Primary School

1.	Apologies noted above	Action
2.	<p><b><u>Minutes of Previous Meeting and Matters Arising</u></b></p> <p>Page 1 – Parking. Following 2 meetings about parking issues across the city Paul Godzik put forward a motion to council to investigate the use of CCTV footage to be used when dealing with parking violations outside schools and this was agreed. The “Delivering Local Transport” report has been produced and the school streets project will be going ahead in 2015 as part of this. Colinton Primary will be in the first phase. Any further road safety issues should be referred to Caroline Burwell, Road Safety Manager.</p> <p>Page 1 – In answer to the query about money being put aside for Dean Park Primary School, Moyra advised that she understood no monies had been put aside but she would take it back to Crawford McGhie.</p> <p>Page 2 – Crawford McGhie to give further information re developments at Firrhill.</p> <p>Page 3 – Agreed</p>	MW to take queries back to CMC
3.	<p><b><u>Directors Report</u></b></p> <ol style="list-style-type: none"> <li>1. Billy McIntyre gave a presentation at last CCwP on Rising Rolls, Children and Families Estate, Local Development Plan and Free School Meals. Rising rolls report will go to committee in December.</li> <li>2. Next Education, Children and Families Committee is on 9 December and the papers will be online on 2<sup>nd</sup> December</li> <li>3. Online School Payments – following the pilot (Balerno HS and Firrhill HS took part), it has been decided to roll this out nationally in Spring 2015. Pilot schools found it really helpful re trips etc. but could be better re sending attachments to parents. Parents think it is fantastic.</li> <li>4. Budget Process Meeting – took place last night at City Chambers. Mixture of presentations from Finance Staff and working groups. Budget proposals can be found at <a href="http://www.edinburgh.gov.uk/budget">www.edinburgh.gov.uk/budget</a>. Staff, pupils and residents are being encouraged to use the online budget planner and make views known about protecting school budgets. Any savings on schools budget will have an impact on other areas e.g. EWO's, Cowgate fees, CLD. 900 hits on the planner so far. Consultation closes 19<sup>th</sup> December.</li> </ol>	PC Chairs to encourage parents to get involved in consultation by 19/12

	<p>5. Improving School Websites – MW to go back with more details of training etc. which is mainly for staff but web manager happy to help parents</p> <p>6. Achievement Awards – very successful evening. There will be more categories for parental awards next year.</p>	MW to get details out to PC Chairs who request information
4.	<p><b><u>Free School Meals for all P1 – P3 Pupils</u></b></p> <ul style="list-style-type: none"> <li>• This is effective from 6<sup>th</sup> January</li> <li>• All primary schools have been surveyed and 8 schools require additional capacity and 4 need additional space. An application has been made to the Scottish Government for funding for this.</li> <li>• Furniture has been ordered where necessary and will be delivered to schools before January.</li> <li>• There will be no entitlement to free school milk for all P1 – P3</li> <li>• Headteachers will decide whether meals will be pre-ordered to cope with demand</li> <li>• As at present, there will be no hot meals on a Friday</li> <li>• Special dietary requirements will be catered for</li> <li>• Moyra will send all primary schools a question and answer sheet to deal with queries about this initiative following this round of neighbourhood meetings.</li> </ul>	MW to send out Q and A sheet to all PC chairs
5.	<p><b><u>Better Relationships, Better Behaviour, Better Learning</u></b></p> <p>Moyra sent out this draft policy document to schools last September and feedback was back in by September this year. A new procedure is to be put in place following consultation with parents. Parent Chairs to discuss at parent council meetings and get comments back to Moyra by mid-December.</p>	PC chairs to reply to MW by 19/12
6.	<p><b><u>Severe Weather</u></b></p> <ul style="list-style-type: none"> <li>• All HT's have been sent "Ready for Winter" packs and there is a contingency plan in place to try and keep schools open at all costs.</li> <li>• The decision to close a school will lie with the HT (or designated deputy) following risk assessment and discussion with Senior Managers.</li> <li>• The council will use a variety of media to keep the public informed e.g. tweets, radio, Facebook and centrally sent out texts</li> </ul>	
7.	<p><b><u>Placements</u></b></p> <ul style="list-style-type: none"> <li>• Admissions week for new P1's in November. All catchment P7's will be automatically transferred to their catchment secondary school.</li> <li>• Out of catchment requests to be in by 24<sup>th</sup> December. These can be done online and link to one citizen account.</li> <li>• All registered catchment pupils who have moved into the house by 28<sup>th</sup> February will be guaranteed a catchment place</li> <li>• No guarantees for siblings</li> <li>• After an appeal, an additional pupil can be added for that year by an appeal panel . This does not affect numbers.</li> <li>• A report on admissions and placements will go to committee in December</li> <li>• Process will be the same as last year.</li> </ul>	
8.	<p><b><u>AOCB</u></b></p> <p>Moyra expressed concern at the lack of parents attending neighbourhood group meetings in this area and will try to encourage more parents to get involved. Jackie volunteered to help with this through CLD and will hand out information about parental engagement.</p>	MW to provide flyer to JW

	<p>CCwP 4<sup>th</sup> December – Stephen Preston Secondary Rep Alastair will check with primaries as to who can attend. Stephen also agreed to go to the agenda planning meeting on 17<sup>th</sup> November</p> <p>Next neighbourhood group meeting Wednesday 4 February 2015</p>	<p>AM to advise MW re primary rep</p> <p>Dates to be sent out</p>
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