

Agenda

Consultative Committee with Parents

6.30 – 8.30pm, Thursday, 26 February 2015

European Room, City Chambers, High Street, Edinburgh

Contacts

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1. Order of Business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of interests

- 2.1 In terms of Section 5.4 of the Councillors' Code of Conduct, Councillors are required to declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Minutes

- 3.1 Consultative Committee with Parents: 4 December 2014 (circulated)

4. Director's Update

- 4.1 Report to Parent Council Neighbourhood Groups February 2015 (circulated)
- 4.2 Education Scotland feedback (paper circulated)
- 4.3 Budget

5. Presentations/Reports

- 5.1 Facilities Management Issues – Peter Watton, Acting Head of Corporate Property
- School meals
 - Property repairs and maintenance (cleaning/ janitorial)
- 5.2 Educational Attainment – Grace Vickers, Quality Improvement Manager
- 5.3 Appointment of Parent Representative to the Education, Children and Families Committee – briefing note (circulated)

6. Education, Children and Families Committee Reports

The agenda, minutes and reports for the Education, Children and Families Committee of 3 March 2015 will be available by the afternoon of Wednesday 25 February 2015. The papers for this Committee and all the main Council committees can be viewed online by going to www.edinburgh.gov.uk/meetings

- 6.1 Vision for Schools (paper circulated)
- 6.2 Integrated Literacy Strategy
- 6.3 Rising Rolls
- 6.4 Sports Hubs

7. Neighbourhood Representatives – Key Issues

Minutes from Neighbourhood Groups (circulated)

- 7.1 West Neighbourhood Group 2 February 2015
- 7.2 Special Schools Group 3 February 2015
- 7.3 South West Neighbourhood Group 4 February 2015
- 7.4 South Neighbourhood Group 9 February 2015
- 7.5 North Neighbourhood Group 10 February 2015
- 7.6 East Neighbourhood Group 11 February 2015

8. Report from National Parent Forum Representative

- 8.1 Report by Tina Woolnough, National Parent Forum

9. Report from Scottish Parent Teacher Council Representative

- 9.1 Report by Eileen Prior, Scottish Parent Teacher Council (circulated)

10. Dates of future meetings (6.30pm-8.30pm)

Thursday 14 May 2015

Thursday 1 October 2015

Thursday 3 December 2015

Thursday 25 February 2016

Thursday 19 May 2016

Carol Campbell

Head of Legal, Risk and Compliance

Membership

Members appointed by the Education, Children and Families Committee

- Councillors Godzik (Convener), Aldridge, Corbett, Dixon, Fullerton, Redpath and Rust
- Allan Crosbie, teacher representative from the Education, Children and Families Committee

Parent and outside agency representatives

- Two parent representatives from each of the Neighbourhood Groups
- One parent representative from the citywide Special Schools Group
- One parent representative from the Additional Support for Learning (ASL) Forum
- One head teacher from each sector on a rota basis
- One representative from the National Parent Forum
- One representative from the Scottish Parent Teacher Council

Lead officers

- Gillian Tee, Director of Children and Families
- Andy Gray, Head of Schools and Community Services, Children and Families
- Moyra Wilson, Senior Education Manager, Children and Families

Information about the Consultative Committee with Parents (CCwP)

The CCwP is a Forum for discussion and consultation with parents on citywide and national issues.

A parent representative from the CCwP is appointed to the Council's Education, Children and Families Committee with full voting rights.

Further information on the CCwP may be obtained from the link below:

[Parental Engagement Report](#)

Further information

If you have any questions about the agenda or meeting arrangements, please contact Susan Weir, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, East Market Street, Edinburgh, Tel 0131 529 4107, e-mail susan.weir@edinburgh.gov.uk .

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to www.edinburgh.gov.uk/cpol.

Note of meeting

Item 3.1

Consultative Committee with Parents

6.30pm, Thursday, 4 December 2014, City Chambers, High Street, Edinburgh

Present:

Elected Members

Councillors Godzik (Convener), Corbett, Dixon and Fullerton.

Neighbourhood Groups - Parent Representatives

Alison Bowyer, Craigmount High School (West Neighbourhood Group)
Sally Cavers, Dean Park Primary School (South West Neighbourhood Group)
Allan Crosbie (Teacher Rep, Education Children and Families Committee)
Lindsay Law (Parent Rep, Education Children and Families Committee)
Georgina Moore, Queensferry Community High School (West Neighbourhood Group)
Sharon Mortimer (North Neighbourhood Group)
Gareth Oakley, Craiglockhart Primary School (West Neighbourhood Group)
Stephen Preston, Firrhill High School (South West Neighbourhood Group)
Liz Purves, Woodlands (Special School Group)
Alexander Ramage, Prestonfield Primary School (South Neighbourhood Group)
David Robertson, Duddingston Primary School (East Neighbourhood Group)

Head Teacher Representatives

Stephen Kelly, Liberton High School
Ellen Muir, Pilrig Park School

Scottish Parent Teacher Council

Eileen Prior

Officers in Attendance

Gillian Tee, Director of Children and Families
Alistair Gaw, Head of Support to Children and Young People, Children and Families
Karen Prophet, Senior Education Manager (Schools, Quality and Curriculum), Children and Families
Grace Vickers, Quality Improvement Manager (Secondary), Children and Families
Moyra Wilson, Senior Education Manager (Inclusion and Pupil/Parent Support), Children and Families

Rosie Wilson, Service Manager (Special Schools and Specialist Provision), Children and Families

Maria Lloyd, Department Adviser to Councillor Paul Godzik

Lesley Birrell, Committee Services, Corporate Governance

Apologies

Tina Woolnough

1. Minutes

Decision

The minute of the meeting of the Consultative Committee with Parents of 8 September 2014 was approved as a correct record.

2. Director's Update

2.1 Report to Parent Council Neighbourhood Groups

A report had been circulated to Parent Council Neighbourhood Groups providing an update for parents/carers in relation to Children's Services in Edinburgh. The report also included feedback from the Neighbourhood Parent Forums and a progress update on matters arising. The Director of Children and Families highlighted the following key areas:

2.2 Free School Meals – Update

As of January 2015 all pupils in P1 to P3 would be entitled to a free school meal. A number of schools had identified problems with physical accommodation. The Scottish Government had now confirmed that capital funding was in place which would allow the Council to provide the necessary accommodation to support the provision of free school meals. Other capital projects previously identified in the budget could now progress.

2.3 Scottish Learning Festival

The following representatives from Edinburgh had attended the two day Scottish Learning Festival and presented seminars sharing good practice on a range of issues particular to their individual areas of expertise:

Gracemount Primary

Children and Families Mental Health and Wellbeing Team

The Royal High School

Additional Support for Learning Service

Senior Development Officer for the Senior Phase

Pilrig Park School Theatre Group

Portobello High School

2.4 Standing Items for Future Neighbourhood Group Meetings

It was agreed that, with immediate effect, the following two issues would be placed on agendas for Neighbourhood Group meetings as standing items:

- Free School Meals
- Facilities Management

(Reference – report dated November 2014 by the Director of Children and Families, submitted)

3. Curriculum for Excellence: Senior Phase - Presentation

Karen Prophet, Senior Education Manager and Grace Vickers, Quality Improvement Manager, gave a presentation on the opportunities provided within the curriculum for young people in S4 and above for developing skills for learning, life and work with a continuing focus on literacy, numeracy and health and wellbeing. Details were also given of the support mechanisms in place for young people towards moving into positive and sustained destinations beyond school.

The presentation focussed on the highlighted features of the senior phase and the partnership working which was key in facilitating delivery of the programme. 191 students had participated in the Academies.

Decision

- 1) To note the positive work taking place in the senior phase in the City's schools.
- 2) To thank Karen Prophet and Grace Vickers for their presentation.

(Reference – Presentation – The City of Edinburgh Curriculum for Excellence The Senior Phase, submitted)

4. Modern Foreign Languages – Presentation

Grace Vickers, Quality Improvement Manager gave a presentation on the proposed implementation programme for delivery of modern languages for the period 2014 to 2017. School clusters would prioritise modern languages for one of the next three years with language choices being decided jointly by cluster heads and modern language leads. A successful pilot of the model had been trialled during 2014/2015. All staff would be trained in using resource over the three year roll out.

Decision

- 1) To note the developments and proposals for delivery of modern languages for the period 2014 to 2017.
- 2) To thank Grace Vickers for her presentation.

(Reference – Presentation – City of Edinburgh Modern Languages, submitted)

5. Committee Reports – Education, Children and Families Committee 9 December 2014

The Director highlighted reports being presented to the Education Children and Families Committee on 9 December 2014 as follows:

5.1 Rising School Rolls

An update would be provided to Committee on the primary school rising rolls programme including the latest forecast of projected future total primary school rolls

based on recent information on births and population projections provided by the National Records of Scotland suggesting that future birth rates would be greater than previously projected.

Information was also provided on the projected future position in the secondary sector where, from 2017 onwards, rolls were projected to start rising again following a period of decline. Further detailed analysis would be undertaken in this area during 2015 to determine the scale of any future accommodation pressures which may arise and to identify potential solutions.

5.2 Free School Meals

An update was provided on progress towards the implementation of the extended free school meal policy from January 2015. A detailed assessment of costs, sources of funding, and interim measures to address issues of capacity at Cramond, East Craigs, Sciennes and Towerbank Primary Schools was also provided.

5.3 Play Strategy

Details were provided of progress made in Outdoor Play and Active Learning from October 2013 - October 2014. The City of Edinburgh Play Strategy '*Play in Partnership: a Play Strategy for the City of Edinburgh*' had been reviewed in response to the latest national and international guidance. Results of an audit of current access arrangements to primary school playgrounds for play out with teaching hours and proposals for future access were also provided.

5.4 Asset Management Plan

The Education, Children and Families Committee would be asked to approve the updated Children and Families Asset Management Plan 2014, the proposed lifetime of which was two years with a further updated plan to be reported to Committee for consideration before the end of 2016. The Plan identified the significant capital expenditure that would be made in the Children and Families estate in the next five years.

Decision

- 1) To note the information provided on the reports being presented to the Education, Children and Families Committee on 9 December 2014.
- 2) To note that further update reports would be submitted to Committee on the capital funding in place to support additional accommodation required in specified schools as part of the free school meal programme.

(Reference - [Education Children and Families Committee 9 December 2014](#))

6. Neighbourhood Issues

Minutes of the most recent meetings of the Parent Neighbourhood Groups had been circulated. Some of the issues raised by the individual School Neighbourhood Groups were highlighted as follows:

West Neighbourhood Group 10 November 2014

- The Director of Children and Families confirmed that school travel plans were the responsibility of individual schools and that these were updated on a regular basis as required.
- Issues were raised about facilities management and there was frustration at the lack of direct answers, forward planning and action being taken to address a range of problems.

South Neighbourhood Group 17 November 2014

- Issues had been raised about getting supply staff into schools. The Senior Education Manager was looking into this and a new round of recruitment had started to populate the supply list. An initial audit of supply staff had revealed they were employed on short term contracts.

Special Schools Group 24 November 2014

- The Group had welcomed the fact that FEAST details had been sent to all special schools to be able to input and add onto timetables of events. The sessions were open to all children with additional support needs.
- There had been meetings to discuss the way parents park at school and ways to curb this. The Parking Operations Manager had been looking into this and an article highlighting the problem had been published in the Evening News.

Decision

- 1) To note the issues raised by the school neighbourhood groups.
- 2) To note that an update would be provided to the next meeting of the Committee on arrangements for getting supply staff into schools.
- 3) To note that facilities management issues were common to all Neighbourhood Groups and to invite Peter Watton, Acting Head of Corporate Property to the next meeting to provide an update on these issues.
- 4) To note that facilities management would be a standing item on future Neighbourhood Group agendas.

(References – minutes of Parent Neighbourhood Group meetings, submitted)

7. Report from National Parent Forum

Tina Woolnough had submitted apologies for this meeting.

Decision

To note that an update report would be provided to a future meeting.

8. Report from Scottish Parent Teacher Council

Eileen Prior provided an update on the latest issues from the Scottish Parent Teacher Council. The following areas were highlighted:

- Backchat – this had been redesigned and the SPTC were keen to hear members' views. From this issue members would have to opt in to receive a paper version, otherwise it would be sent by email.
- Member Survey – a copy of the member survey had been sent to all member organisations to help inform SPTC that it was providing the support and services members wanted.
- Member Support in Edinburgh – a series of information and training sessions had been arranged for the next few months and emails with more details had been sent to Parent Councils.

Decision

- 1) To note the update from the SPTC.
- 2) To note that feedback on any of the issues in the report could be made to sptc@sptc.info

(Reference – report by the Scottish Parent Teacher Council December 2014, submitted)

9. Dates of Future Meetings – Session 2014-15

Decision

To note the dates for future meetings of the Consultative Committee as follows:

- Thursday 26 February 2015 (6.30-8.30pm)
- Thursday 14 May 2015 (6.30-8.30pm)

Update for Parent Council Neighbourhood Groups

February 2015

This report provides an update for parents/carers in relation to Children's Services in Edinburgh. We have also included feedback from the Neighbourhood Parent Forums and a progress update on matters arising.

Consultative Committee with Parents

The last Consultative Committee with Parents (CCwP) took place on 4 December 2014. Karen Prophet, Senior Education Manager (Schools) outlined developments in Edinburgh in relation to Curriculum for Excellence and the Senior Phase. The focus is on a Senior Phase Curriculum which prepares young people for the world of work. A recent development has been the offer of HNC courses in schools in partnership with Edinburgh College. A key measure of success will be continuing to increase the number of people who leave school into positive destinations.

Consortium arrangements across secondary schools enable young people to access the wider curriculum across the city in other schools. This is now extending beyond Higher and Advanced Higher to those pupils accessing the new qualifications including National 5.

Grace Vickers, Quality Improvement Manager (Secondary) led a [presentation on Modern Foreign Languages](#) outlining how Edinburgh is delivering the Government Policy on 1+2 Modern Foreign Languages including a highly valued training model. This is now being rolled out across the city. The aim is to increase the number of pupils taking qualifications.

The next CCwP meeting will focus on property issues and school meals.

Budget

The budget engagement process ended on 19 December 2014. I am very grateful to you all for your contribution to this process which will feed into the Council's budget meeting process on 12 February 2015. I am pleased to report that the intention is still to protect school budgets from any significant further reductions.

Best Practice - Child Protection Report

I would encourage you to read the [National Report on the Effectiveness of Child Protection Arrangements across Scotland \(November 2014\)](#). Edinburgh is highlighted in the report as providing good child protection services. Three areas are identified as particularly good practice for national dissemination, including the Speak Up Speak Out campaign to raise public awareness; the Keeping it Safe booklets designed by children in Edinburgh with experience of Child Protection process and also the Electronic Inter-Agency Referral discussion, a tripartite process for responding to, and managing all Child and Adult Protection concerns.

Education Scotland Feedback about Education Services in Edinburgh

Education Scotland's Annual Report on Education Services in Edinburgh was very positive. It commended:

- Effective political and managerial leadership
- The clear vision and priorities for the service
- Implementation of Curriculum for Excellence
- Improvements in attainment and positive destinations
- The welcome decision to protect education from budget cuts
- Significant investment in the school estate
- The well developed literacy strategy
- The commitment to wider achievement

Areas for development were:

- Moving schools from 'good' to 'great'
- Continuing and sustaining improvements in attainment
- Performance across primary schools is still variable though there is effective support and challenge from the authority

Further information will be provided at the neighbourhood and CCwP meetings.

Education Scotland Inspections

Three recent inspections have been published. They are [Sighthill Primary School](#), [Kirkliston Primary School](#) and [Craigroyston Community High School](#). These were all positive reports. I am delighted that Kirkliston received an excellent grade in '*Improvements through Self-Evaluation*'. The nursery also received an excellent grade for '*meeting learners' needs*'. Craigroyston Community High School received a 'very good' for *Curriculum* with very positive comments about the way the school has developed a curriculum which meets the needs of all young people and prepares them for leaving school. The school was recently visited by Angela Constance, Cabinet Secretary because of the nationally recognised good practice in the school.

These reports will all be scrutinised and progress looked at the next Sub Committee for Standards on 3 March 2015.

Good Practice in ICT shared at the Scottish Parliament

We were asked by the Scottish Government to provide a school that was making excellent use of ICT. The school chosen was Tynecastle High School and pupils presented to the Cabinet Secretary on how they use ICT in the classroom especially their use of one to one devices. They also attended the Scottish Parliament on 10 December 2014. This was well received and I would encourage those who are interested to visit Tynecastle High School to see the good practice in this area.

Community Access to schools (CATS) Member/Officer Working Group

Community Access to Schools is now being managed on a neighbourhood basis with five community hubs created in Leith Academy, Forrester, Liberton, Currie and Drummond High Schools. A new online booking system has been introduced for adult education classes and this will be extended to all school lets in the future. A new consistent citywide charging structure is also being introduced across the city and a report highlighting the changes and new charges was reported to the Finance and Resources Committee on 3 February 2015.

For helpful information on using our schools please use the links below:

- Hiring school facilities; information that was on the [Council website](#) about letting/hiring school facilities has been updated and clarifies existing arrangements. A new section called '*Hire school facilities*' has been added to the front page of the [Schools section](#). A Google search will also take you to this page using search terms like; *hiring school facilities Edinburgh*, or *let school facilities Edinburgh*.
- A Community Access to Schools update report was issued to Secondary Headteachers' Executive on 3 December 2014.
- Consultation/information events for current users of school facilities have been organised. Invites are being distributed by Community Access to Schools coordinators in each of the Neighbourhood areas.
- The Community Access to Schools Frequently Asked Questions have been sent to all Parent Council Chairs

Free School Meals

As you are aware, the Scottish Government fully funded their commitment for every child in P1-P3 to have a free school meal from January 2015. Edinburgh received 18% of the national funding which was £4.5 million. This is particularly good news for Cramond, East Craig's, Sciennes and Towerbank who will receive either new gyms or additional space for dining provision.

Raising Attainment at Wester Hailes Education Centre

Alan Milburn MP, Chair of the Social Mobility and Child Poverty Commission, visited Wester Hailes Education Centre as an example of good practice in raising attainment for children living in an area of high social deprivation. There was also a feature on the BBC, which praised the school on its improvements.

The First Minister visits Castleview Primary

Nicola Sturgeon visited Castleview Primary School as one of her first school visits as First Minister. She spoke to pupils, parents and teachers about the work being done in the school to improve literacy. She was given a virtual tour of Craigmillar Castle by a group of young tour guides wearing authentic costumes from the time of Mary, Queen of Scots, before taking part in some Scottish Country dancing as part of a PE

lesson. She then joined the P2 pupils at their Christmas party! The First Minister said:

“It was fantastic to see the pupils here really enjoying themselves and celebrating the work they have done over the year to improve literacy standards. At Castleview Primary, excellent work is already being done to improve reading and it was good to see how much confidence the children had from the projects they have been involved in. That’s down to the great work of the staff here and the involvement of parents and the community.”

During the visit Ms Sturgeon announced the launch of a new campaign to improve literacy and numeracy in schools. The Read Write Count campaign is aimed at youngsters in the first three years of primary school and will help ensure ‘no child is left behind’.

If you have not done the Craigmillar Castle tour yet, you are missing out! It is really informative and the children are great and knowledgeable guides.

Partnership working with the Festival City Theatres Trust

I was delighted to attend, along with over 700 pupils from all our special schools, the first ever ‘relaxed performance’ of the King’s panto ‘Aladdin’. The sheer excitement and joy on the faces of all the children and young people in the audience was a very special moment in my career. The Relaxed performance was specifically designed to welcome children and young people with complex additional support needs. A relaxed attitude to noise and movement in the auditorium and some small changes made to the light, sound and special effects ensured everyone enjoyed the unique opportunity to experience a cultural event which they ordinarily would find difficult to attend. The generosity of Forth 1 ‘Cash for Kids’ was greatly appreciated and contributed to a very special event in the history of Edinburgh’s special schools.

I am also very grateful to the Festival City Theatres Trust, which runs the Festival and King’s Theatres, for once again supporting our Corporate Parenting action plan by gifting 500 tickets to our looked after children and their kinship carers to enjoy a show during panto season.

Making a Difference – Special Schools Joint Conference

All Special Schools in Edinburgh came together to share good practice and learn from each other at the 2015 Making a Difference conference on 23 January 2015. This annual conference continues to receive positive feedback from staff.

Every school offered a workshop on an area of particular expertise that they felt would also benefit staff from other schools. These included:

Redhall School – How to become a ‘rights respecting’ school

Rowanfield School – Relax Kids workshop to give young people strategies to better manage their emotions and behaviour

Gorgie Mills School – Restorative Practice – an introduction

Braidburn School – Confident Parenting – empowering parents of youngsters with additional support needs to confidently manage their child's needs (in collaboration with CAMHS)

Teen Triple P (Positive Parenting Programme)

Parents of teenagers will be able to benefit from an increase in the availability of Teen Triple P groups across the city. Over the last few months, seventeen professionals successfully completed the facilitator training and accreditation to join the multi agency team of facilitators who deliver Teen Triple P groups in Edinburgh.

Teen Triple P supports parents and carers of pre teen and teenagers aged from 11-16 years. Groups run over 9-12 weeks and can help parents cope positively with some of the common issues associated with raising a teenager. Sessions allow parents to explore ways they can build a stronger relationship with their teenager, reduce conflict, manage problem behaviours and help their teen stay safe.

Teen Triple P groups run in community venues such as schools, community centres and libraries. There will be groups available in each area of the city throughout the year. There are also specific groups planned for kinship carers and dads/ stepdads. Details of upcoming groups can be found on www.joininedinburgh.org.

Food for Life Catering Mark Bronze Award in ALL Edinburgh Schools

The Soil Association's Food for Life Catering Mark Bronze award offers an independent guarantee of fresher, more seasonal menus which are free from trans-fats and better for animal welfare. The standards underpinning the award relate to some of Scotland's most pressing food issues including health and wellbeing, the economy and the environment.

School catering services across all of Edinburgh's Council-run schools have been working to achieve the Food for Life Bronze Catering Mark award which was awarded in January 2015. It is a Scottish first; no other Local Authority in Scotland has achieved the Catering Mark across all Primary and Secondary schools. Edinburgh has also achieved the award in Special schools.

In addition to the Catering Mark Award, a growing number of Edinburgh schools are involved in the Food for Life Scotland education framework helping to promote a whole-school approach, connecting the food served in schools with food-related learning in classrooms. This will help Edinburgh's young people better understand the impact food has on our health, economy and environment.

Education Children and Families Committee, 3 March

Paper for the next Education, Children and Families Committee on 3 March 2015 will be available from [Committee Papers Online](#) on 25 February 2015.

Pride in our People 2014

Congratulations to all the individuals and teams from Children and Families who were shortlisted for the Pride in our People Staff Awards in November 2014. I know competition was very tough so it was great to see so many of our staff recognised in this way.

Our winners were:

- Team of the year: Active Schools team
- Forward Thinking: Scott Dunbar and the team who developed the Contact Guidelines for parents
- Apprentice of the Year: Cameron Wood
- Leader of the Year: Sheila Paton, Head Teacher Wester Hailes Education Centre

And congratulations to all those who were shortlisted:

- Customer First: Parental Engagement group
- Honest and Transparent: Asset Planning team
- Improving Value: Balance of Care team
- Team of the Year: Portobello Park Private Bill team

Improving School Websites - Update

We have updated our guidance for school websites. All of our schools are receiving reports regarding their school websites to ensure compliance with legislation and that basic information is in place to help parents.

We hope that this will improve your experience of school websites and give a strong first impression to others looking at our schools. We would welcome any feedback.

Dates of Future CCwP meetings – Session 2015

Thursday 14 May 2015 (6.30-8.30pm)

Gillian Tee
Director of Children and Families
19 February 2015

Key Messages

Summary: Overall risk relating to education continues to be low

Positive

- Clear vision and priorities
- Effective political and managerial leadership which sets a clear vision and a focus on improving outcomes
- Open and positive relationship with Education Scotland
- A restructured and strengthened quality improvement team is in place and making a difference schools are receiving more consistent support and challenge
- The self-improving schools work shows promise
- Welcome decision to protect education budgets from cuts
- Significant investment in school estate over the last decade
- Strong corporate approach to improve positive destinations. (10% increase over last 4 years)
- Strong commitment to Looked After children
- Promotion of wider achievement continues to be strong
- Implementation of Curriculum for Excellence is well led
- The Council has a well developed Literacy strategy and is one of four National Literacy Hubs
- The Council is well ahead with its preparations for 1+2 policy for modern foreign languages
- Overall the social work service provides effective help and support
- The implementation of GIRFEC is assisting staff to provide help and support
- The authority provides a good range of CPD
- Positive learning community inspections
- Strong scrutiny of budgets and service performance
- Strong strategic drive to strengthen partnership work
- Very effective structures for engaging parents
- Health promotion in schools continues to be successfully implemented
- Elected representatives and officers promote the voice of young people

- The service has sound capacity for continuing improvement

Areas for Development

- Moving from 'good' to 'great'
- Continuing and sustaining improvements in attainment
- Performance across schools, particularly in the primary sector, continues to be variable though improved management arrangements mean schools are receiving more consistent support and challenge
- Need to embed culture of self-evaluation across all schools
- The Council is developing a similar approach to numeracy as it did with literacy
- The authority wants to strengthen leadership training for Curriculum Leaders
- In some cases children who need extra help are missing out or do not get help quickly enough
- Plans for children need to be more outcome focussed

Briefing note

Consultative Committee with Parents

Item 5.3

6.30pm Thursday 26 February 2015

Appointment of Parent Representative to Education, Children and Families Committee

Susan Weir, Assistant Committee Clerk

E-mail: susan.weir@edinburgh.gov.uk | Tel: 0131 529 4107

Summary

- 1.1 The Council on 24 October 2013, agreed that the parent representative on the Education, Children and Families Committee would hold office for a period of two and a half years..
- 1.2 The term of office for the current parent representative on the Education, Children and Families Committee is due to expire at the end of June 2015. A nomination/ election process for a new representative to take up the position commencing session 2015-2016 will be undertaken during spring 2015.
- 1.3 An outline timetable for the election of the parent representative has been agreed with the Convener of the Education, Children and Families Committee as follows:

March 2015	Committee Services write to all CCWP members asking them to nominate parents for the position of parent representative on the Council's Education, Children and Families Committee. Note: only members of the CCWP are eligible to be nominated as the parent representative on the EC&F Committee.
Mid-April 2015	Closing date for nominations.

Mid-April 2015	Nominees will be sent pro-forma biographical sheet for inclusion in the report to the CCWP on 14 May 2015 (optional).
Thursday 14 May 2015	CCWP will consider nominations received and recommend new parent representative.
Thursday 28 May 2015	CCWP recommendation will be reported to Council for ratification.
Tuesday 6 October 2015	New parent representative to attend first meeting of the EC&F Committee.

- 1.4 As indicated in the above timetable, eligible members will be asked to nominate parents for the position of parent representative on the Council's Education, Children and Families Committee during March/April 2015. Full details of the nomination/ appointment process will be provided at that stage.

Recommendations

- 2.1 The CCWP is asked to note:
- 2.1.1 The timetable for the nomination/ election of the new parent representative on the Education, Children and Families Committee.
- 2.1.2 That members of the CCWP will be contacted shortly to nominate a new parent representative.

1.	Background	
2.	Review of progress in implementing the vision for schools	
2.1	Best Start	Aileen McLean
	Progress/Achievement	
	Areas for Development	
2.2	Successful Learners	Grace Vickers
	Progress/Achievement	
	Areas for Development	
2.3	School Leavers	Grace Vickers
	Progress/Achievement	
	Areas for Development	
2.4	Healthy Children and Young People	
	Progress/Achievement	
	Areas for Development	
2.5	Schools at the heart of their communities	David Bruce
	Progress/Achievement	
	Areas for Development	
2.6	Improved life chances for children in need	Alistair Gaw
	Progress/Achievement	
	Areas for Development	
2.7	Schools in challenging circumstances	Karen Prophet
	Progress/Achievement	
	Areas for Development	

2.8 Leadership Development	Gillian Hunt
Progress/Achievement	
Areas for Development	
2.9 Professional development	Gillian Hunt
Progress/Achievement	
Areas for Development	
2.10 Parental and pupil engagement	Moyra Wilson
Progress/Achievement	
Areas for Development	
2.11 Resources	Billy MacIntyre
Progress/Achievement	
Areas for Development	

- Annex – Service plan with specific action recorded - or – improvement plan for areas of development
- Annex – Performance indicators update

West Neighbourhood Group Meeting

Item 7.1

Monday 2 February 2015

St Augustine's High School 6.30pm to 8.30pm

Chair: Moyra Wilson, Senior Education Officer

Minutes: Liz Leslie, Queensferry High School

Present:

Neil McIntosh, PC Chair, Kirkliston Primary School/ PC Rep Queensferry High School
Scott Bailey, PC Rep, St Cuthbert's RC Primary School
Colin Grahamslaw, PC Chair, Blackhall Primary School
Tony McGinley, PC Rep, Fox Covert RC Primary School
Julie Fairhurst, PC Chair, Fox Covert ND Primary School
Alison Bean, PC Rep, Fox Covert ND Primary School
Ros Astor, PC Chair, Balgreen Primary School
Gael Malone, PC Rep, St Augustine's RC High School
Martin Williams, PC Rep, Clermiston Primary School
Rebecca Mill, PC Chair, Cramond Primary School
Billy Samuel, PC Rep, Corstorphine Primary School
Alison Bowyer, PC Chair, Craigmount High School
Sharon Croome, PC Rep, Carrick Knowe Primary School
Stewart Smith, PC Rep, The Royal High School
Helen Donaldson, HT, Cramond Primary School
Pauline Walker, HT, The Royal High School
Mark Stewart, PC Chair, Gylemuir Primary School

Apologies:

Luke McCullough, PC Chair, /Clermiston Primary School
Gareth Oakley, PC Chair, Craiglockhart Primary School
Emma McCallum, PC Chair, Craiglockhart Primary School
Grant Knight, PC Chair, Forrester High School
Morag Thomas, PC Rep, Tynecastle High School
Stacy Fleming, PC Rep, Broomhouse Primary School

		Action
1.	<p><u>Welcome and Apologies</u> Moyra welcomed everyone to the meeting and apologies were noted as above.</p> <p><u>Minutes of Previous Meeting and Matters Arising</u> Previous minutes were agreed at the end of the meeting and there were no outstanding matters arising</p>	

2.	<p><u>Directors Report – Moyra Highlighted Key Points from the Report</u></p> <ol style="list-style-type: none"> 1. <u>Budget</u> – Lots of feedback was received about the budget proposals and there were many visits to the website and the budget planner. All feedback will be collated and used in the council budget meeting on 12th February. The intention is still to protect schools from any significant budget cuts. 2. <u>Child Protection Report</u> – the National Report on the Effectiveness of Child Protection Arrangements across Scotland (Nov 2014) highlighted three areas of good practice currently being used in Edinburgh i.e. the Speak Up, Speak Out Campaign, the Electronic Inter-Agency Referrals and the Keeping Safe Booklets. 3. <u>Education Scotland Feedback about Education Services in Edinburgh</u> – The report was very positive about highlighted areas of commendation and areas for development. An additional sheet was handed out with the full details from the report for parent council chairs to share with parents. This will be sent electronically by Moyra. 4. <u>Education Scotland Inspections</u> – Kirkliston Primary School was highlighted for receiving an excellent grade in “Improvements through Self-Evaluation” and in the nursery for “meeting learners needs”. 5. <u>Community Access to Schools</u> – now being managed on a neighbourhood basis and five hubs have been created. 6. <u>Free School Meals</u> – funding was received from the Scottish Government to accommodate all the building changes required to ensure all P1 – P3 receive FSM. Local feedback to be collated from each neighbourhood. 7. <u>First Minister Visits</u> – very successful 8. <u>Teen Triple P (Positive Parenting Programme)</u> – the availability of these courses is now increasing across the city. Details can be found on www.joininedinburgh.org. 9. <u>Education, Children and Families Committee</u> – next meeting on 3rd March. Committee papers available online on 25th. 10. <u>Improving School Websites</u> - Graeme Smith has produced School Website Guidelines (access at http://orb.edinburgh.gov.uk/schoolsontheweb). Parents can have access to this if they are involved in producing or updating the website but there must be a school staff link person. Graeme has audited all school websites and produced red, amber and green information on their compliance with council policy and legislation. All HTs will get a report on their website. Re social media – no particular CEC guidance on this but the GTC have produced guidelines for teaching staff. WordPress should be used as the platform for school websites and the digital learning team have good links on their web page. 	<p>MW to send</p> <p>MW will ask for feedback from all groups in the meeting</p> <p>MW will send to PC's</p>
3.	<p><u>Traffic Management at St Augustine's HS</u></p> <p>Following the last meeting there was initial contact regarding this where it was confirmed by the school that the problem was at the back of the school. HT hasn't heard from Gavin Brown since. Moyra will contact Gavin</p>	<p>MW to contact GB</p>
4.	<p><u>Term Date Consultation</u></p> <p>Julie Fairhurst for Fox Covert ND PS raised concerns from her parent council over the process of consultation of school term dates for session 2015/16.</p> <p>The initial dates were acceptable but the final published dates have been changed and the results of the consultation (which are documented) have not been reflected in the final dates produced. Parents are very angry that the term has been lengthened and the holiday dates changed against public opinion. It is particularly difficult for</p>	<p>MW will feedback the strength of feeling about this to Ron Waddell</p> <p>MW will email links about survey to PCs</p> <p>MW will ask for the</p>

	<p>working parents to get childcare organised especially over the summer months. Moyra will take this back to Ron Waddell as an issue and raise the view of parents that they feel that their views are not listened to and that the surveys are repeated to get to a predetermined answer.</p> <p>There will be a further survey on term dates being sent out this week as part of an open consultation with HTs, unions, staff and parents.</p> <p>In answer to a query about the council's ability to contact parents directly, Moyra stated that this would not be possible as schools have different contact methods and the council must reply on HTs getting information out to parents in the manner easiest for them Helen and Pauline confirmed that they currently use parentmail, text and email to contact the majority of parents with very few now not able to be contacted by any of these methods.</p> <p>Moyra can email survey links out to parent councils. It was noted that all the West parent councils felt strongly about this and not just Fox Covert PS.</p>	reasoning behind the lengthening of school terms
5.	<p><u>Localities</u> There are big changes going ahead in CEC looking at leaner working practices. There are proposal that will divide the city into four localities. Within these localities the boundaries for health, police, schools, and wards will be co-terminus with each other with a view to delivering better local outcomes. The proposal is out for consultation. There will be no change to school catchments areas as a result of this. It should provide better access for schools to services and partner agencies. There could be changes to neighbourhood groups. The council will be working on the proposal throughout the year.</p>	
6.	<p><u>Rising Rolls</u> Clermiston PS has had a new four class extension approved but there are still concerns over the impact of the Maybury and East Craigs developments. Some parents said that Crawford McGhie explicitly stated that the new school would be built before the new houses if they got the go ahead from the developers. Moyra will speak with Crawford. The Cammo development now has the green light to go ahead. There should be another rising rolls report due in March. PC reps felt frustration that there weren't answers coming back from their LDP queries. There was a view expressed that there was no joined up thinking between the planners and children and families as regards developments and local facilities. It was pointed out however that a lot is dependent on developer contributions. Moyra will ask for answers to queries. All reports including rising rolls are available online. RHS was looking for a specific report breaking down the rising rolls figures by schools and Moyra will look into the availability of this. LDP presentation to be sent to Kirkliston PS, Carrick Knowe PS and both Fox Covert Primaries. More information on the Cammo development will be sought.</p>	<p>MW to ask Billy McIntyre to respond to all outstanding queries and will ascertain if there is another report that is not available online.</p> <p>Copies of LDP presentation to schools MW</p> <p>MW will ask about the Cammo development and feedback</p>
7.	<p><u>Better Relationships Policy</u> Moyra thanked all the parent councils for their feedback. All the information is being collated and any changes required being made to provide an updated version in the Spring.</p>	MW will send out updated copies
8.	<p><u>Appointment of Parent Rep to the Education</u> The term of office for the current rep will expire at the end of June and Moyra circulated a paper outlining the process of appointing a new one. Currently Alison Bowyer and Gareth Oakley attend the CCwP meetings and Gareth has put himself forward to be the rep at the E, C and F</p>	Item to be carried forward to next agenda

	committee meetings. Alison will nominate him via CCwP.	
9/11.	<u>Issues/Property and Facilities Management</u> Property and Meals issues have been sent to Peter Watten	
9.	<u>Other School Issues</u> <ul style="list-style-type: none"> • QHS – ongoing printing and internet/Wi-Fi problems • Fox Covert RC PS – Letter went out from HT re social media but still a concern for parents. “Think You Know” is a very useful website to look at for information and also the digital learning team video “7 Steps to Safer Cybernet” is worth a look. Most schools have an internet code of conduct. In answer to a query on what the educational approach to teaching about social media is, the HTs present confirmed that it was integral across the curriculum. Parents were interested to know what learning takes place about social media at each year stage. Moyra will email HTs in West to advise of parental interest in internet safety 	MW to put on issues sheet MW will email HTs re parental interest
10.	<u>Vision For Schools</u> This is a regular item of reporting to the council Moyra distributed a sheet outlining what is currently being done under each vision heading and asked for feedback from parent councils on what they fell is working well and what areas need development. All to feedback before next CCwP meeting. Initial comments from around the table were as follows:- <ul style="list-style-type: none"> • Can more emphasis be placed on HTs attending training in parental engagement • How are parents encouraged to be involved in the vision for their school? • Whilst agreeing that schools should be at the heart of the community, this will be difficult to achieve when they are already full • Corstorphine PS – lot of work being done on grounds development and its use in learning and parental engagement with the school is good with parent council reps involved in lifeskills, policy development etc. • Should it include digital information under resources/school leavers? • Moyra confirmed that the school handbook requires to have the specific information given in the guidance to schools. 	Parent councils to feedback to MW by 20 February
AOB	<ul style="list-style-type: none"> • Next CCwP Meeting Thursday 14th May 6.30pm to 8.30pm – Term dates to be taken forward • Is there a timescale for the procurement of the online payment system? • Corstorphine looking for recruitment training dates • Blackhall still waiting for answer on Sports Scotland query 	AB to take forward MW will check MW to email
	<u>Next Meeting</u> Wednesday 29 April 2015	

City Wide Specials Schools Group Meeting

Pilrig Park

Item 7.2

Tuesday 3 February 2015

Attendees:

Chair: Moyra Wilson, Senior Education Manger, Children and Families

Minute Taker: Rosie Wilson, Service Manager Special Schools & Specialist Provision

Present:

Ellen Muir, Head Teacher, Pilrig Park School

Susie Burr, Parent Council Chair, Pilrig Park

Liz Power, Parent Council Chair, Woodlands School

Fiona Campbell, Parent Council Chair, Kaimes School

Colin Burrow, Parent Council Chair, Redhall School

Karen Church, Parent Council, St Crispins

Sarah Kyambi, Parent, St Crispins

Rosie Wilson, Service Manager Special Schools & Specialist Provision

Alistair Gaw, Head of Services to Young People

		Action
1.	<p>Welcome Moyra welcomed all to the meeting. Apologies received None</p>	
2.	<p>Previous minutes and accuracy Accepted</p>	
3.	<p>Directors Report</p> <p>a. <u>Education Scotland Feedback</u> MW gave out a summary sheet from Gillian Tee.</p> <ul style="list-style-type: none"> • Modern Foreign Languages Asked if other special schools provided French. In one school it motivated learners and worked well. This could be raised at the Headteachers' meeting and within specific schools. • EM shared that special schools are performing well. <p>b. <u>Partnership with Festival City Theatre Trust</u> RW, EM and AG give their perspectives on the relaxed performance on 15/01/2015. It had been an incredible experience for all involved and it was generously funded through 'Cash for Kids'. The schools are making a 'thank you' book for the Festival City Theatre Trust and 'Cash for Kids'. Parents reported that their children had a very good experience and hoped it may happen again. RW reported it was planned for 2016 – Snow White. The organisation and work that had gone into the event had enabled it all to go very smoothly.</p> <p>c. <u>Making a Difference – Special Schools</u> Every special school presented a workshop on an area which makes a difference in their school. This involved presenting a</p>	<p>EM will raise at HTs' meeting</p>

	<p>workshop and then professional dialogue session. T Dwyer (Gorgie Mills) presented a keynote speech on reflective practice. This was very well received and the whole event was very positive and a lot of effective proactive shared to take forward in all special schools.</p> <p>d.<u>Pride in Our People</u> This was noted.</p> <p>e.<u>Website Update</u> In special schools a range of staff take responsibility of updating the website including DHT/BM etc.</p>	
<p>4.</p>	<p>Vision for Schools MW provided an overview of the Vision for Schools document.</p> <p><u>Improved Life Skills for Children in Need</u> The SALT provision in Kaimes has been reduced and the parents often don't know if they are getting SALT. Parents report the communication from SALT is not very good in terms of what is being offered. SALT has not been cut overall in Edinburgh but is spread more thinly. This was also identified as an issue.</p> <p>The Hannen programme has been offered but the parents feel their children have greater needs than this programme offers. The parents had attended the Hannen programme and do not feel this is appropriate again.</p> <p>Schools reported that the SALT provision had been halved in a number of schools.</p> <p><u>Parental and Pupil Engagement</u> Cuts in respite services means parents don't have time and energy to engage. One parent indicated a 'full' package is 24 nights but thought in the past was 38 nights.</p> <p><u>Parent Mail</u> The BM could access the e-mails or school admin.</p>	<p>RW to ask relevant managers to produce information for the next meeting</p> <p>RW to seek information re the different understanding of respite packages</p>
<p>5.</p>	<p>Property and Facilities Management</p> <p><u>Property</u></p> <ul style="list-style-type: none"> Property and Meals issues have been sent to Peter Watten 	

6.	<p>Better Relationships Policy</p> <p>Comments had been received from parents and this would now be updated and finalised.</p>	
7.	<p>Review of Nursery Nurse and Support Staff</p> <p>Discussion in one school at the PC indicated that the school was best to take this forward keeping the parents informed.</p> <p>RW provided a progress report as follows:</p> <p>Working Groups had been formed under 3 workstreams:</p> <ul style="list-style-type: none"> • Disability including nursery nurses and pupil support assistants working in primary, secondary and all through (3-18 years) special schools. • Social, emotional and behaviour needs including behavioural support assistants, family support, group workers. • Specialist provision, nursery nurses (language and communication classes within 6 mainstream schools). <p>Each working group has met and Headteacher(s) supported the discussion.</p> <p>The comments from the working groups were circulated to all staff within each work stream via Headteachers. Feedback from each school was due at the end of January and once this is analysed further information from Headteachers, chairs of the working groups will be collated to begin the key support service roles for the future.</p> <p>Two further activities involve looking at the range of historical support staff posts and benchmarking practice from other Scottish Councils.</p> <p>The special school city-wide group will be updated on progress at the next meeting.</p>	
8.	<p>Appointment of a Parent Representative to E, C& F</p> <p>In March the members of the CCwP will be asked to nominate a representative to replace Lyndsey Law.</p> <p>The next CCwP is on 26 February 2015 and only parents can vote for the representative.</p> <p>Colin will attend the CCwP on 26 February 2015 and Liz Power will put her name down as the second parent for voting purposes.</p>	
9.	<p>Sharing Good Practice</p>	

	<p><u>ICT – raising money for SMART Boards</u> Funding for SMART boards has been an issue and some schools have received some funding. There are a number of charities which can support specific areas.</p> <p><u>Film Theatre Animation in Kaimes</u> It was a great success and the presentation was well attended and enjoyed by all.</p>	
<p>Next Meeting: Thursday 7 May 2015 in Pilrig Park at 6.30pm</p>		

South West Neighbourhood Group Meeting

Item 7.3

Wednesday 4 February 2015

Currie Community High School 6.30pm to 8.30pm

Chair: Maria Plant, Inclusion Coordinator

Minutes: Liz Leslie, Queensferry High School

Present:

Marion Milne, Balerno Community Council
 Alastair Murray, PC Rep, Dean Park Primary School
 Claire McGlynn, HT, Ratho Primary School
 Stephen Preston, PC Rep, Firrhill High School
 Lindsay Blakemore, PC Rep, Bonaly Primary School
 James Nicol, PC Chair, Nether Currie Primary School
 Kirstine Hale, Interim Chair, Bonaly Parental Engagement

Apologies:

Neil Langhorn, PC Chair, Ratho Primary School

1.	Apologies as noted above	Action
2.	<u>Minutes of Previous Meeting and Matters Arising</u> Page 1 – Agreed Page 2 – Agreed Page 3 – Agreed No matters arising.	
3.	<u>Directors Report</u> There were no matters arising from the minutes. The group were advised of the budget meeting on 12 th February and the next Education, Children and Families Committee on 3 rd March (papers online 25 th February). Moyra will be sending out information on school websites.	MW to send out School Website Guidelines
4.	<u>Vision For Schools</u> Maria distributed an information sheet on the Vision for Schools in Edinburgh and what the aims are under each heading. Parent councils are asked to give feedback on the document i.e. what they think is being done well and what areas could be developed by the next CCwP meeting on 26 th February. One comment was that the vision could have more of a focus on facilities.	PC chairs to provide feedback to MW by 20/2
5.	<u>Property and Facilities Management and FSM</u> Property and Meal issues have been sent to Peter Watten	
6.	<u>Better Relationships, Better Behaviour, Better Learning</u> Moyra has been collating feedback on this document and will be sending out a revised edition in the Spring. Feedback from South West as follows:- <ul style="list-style-type: none"> • Firrhill HS – currently planning to adjust the timetable i.e. number and length of periods to provide more contact time. Parents to be surveyed re variable options. • Balerno HS – also looking to change the timetable and timing of the school day 	MW to send out revised document when available
7.	<u>Appointment of Parent Rep to Education, Children and Families Committee</u> Stephen and James volunteered to alternate as reps at CCwP meetings	
8.	<u>Issues</u> Kirstine asked if the flyer encouraging parents to attend parent council	MW to organise

	<p>meetings could be resent.</p> <p>Many of the parent council reps are also on other committees and it was felt that there were too many meetings. Is there the possibility of communicating in other ways?</p> <p>Website information – all schools to be audited so that there is a consistent approach and that the website platforms can be supported. Need to be compliant. Lots of website information on parental engagement page on web.</p>	<p>MP to refer to MW</p>
9.	<p><u>AOCB</u></p> <p>Any more information on online payment and ordering system</p> <p>Next meeting dates – CCwP 26th February and Neighbourhood Meeting</p> <p>Tuesday 5 May 2015</p>	<p>Put on next agenda</p>

South Neighbourhood Group Meeting

St Thomas of Aquins High School

09 February 2015

Item 7.4

Chair: Moyra Wilson, Senior Education Officer

Minutes: Liz Leslie, Queensferry High School

Attendees:

Alex Ramage, Parent Council Rep, Prestonfield PS/Liberton HS
 Bryan Heaney, Parent Council Rep, St Peters RC Primary School
 Ed McCabe, Parent Council Rep, Bun-sgoil Taobh na Páirce
 Nicola Kehoe, HT St Marys RC PS
 Carol Cerdan, Parent Council Rep, James Gillespies PS
 Fiona Bradley, Parent Council Rep, St Mary's RC PS
 Craig Hilton, Parent Council Chair, South Morningside PS
 Charles Warlow, Parent Council Rep, Preston Street PS
 Amanda Bissett, Parent Council Rep, Gilmerton PS
 Cath Downie, Parent Council Chair, James Gillespie's HS
 Stephen Harrold, Parent Council Rep, Gracemount HS
 Claire Wheeler, Parent Council Rep, Sciennes PS
 Colin Duncan, Parent Council Rep, Tollcross PS
 Louise McSorley, Parent Council Chair, Prestonfield PS
 Lucy Blackburn, Parent Council Rep, Liberton Primary School

1.	<u>Apologies:</u>	Action
	Joanne Thin, PC Rep, St Thomas of Aquins RC HS Samantha Anderson, PC Rep, St Thomas of Aquins RC HS Paul Preacher, PC Chair, Holy Cross Primary School	
2.	<u>Minutes of Previous Meeting/Matters Arising</u>	
	Page 1 Agreed Page 2 Graeme Smith has produced School Website Guidelines (access at http://orb.edinburgh.gov.uk/schoolsontheweb . Parents can have access to this if they are involved in producing or updating the website but there must be a school administrator. Graeme has audited all school websites and produced red, amber and green information on their compliance with council policy and legislation. All HTs will get a report about their website. In answer to a query about Microsoft Student Advantage Scheme, it was confirmed that primary school pupils can be given email addresses for access (a school decision). Page 3 Agreed Page 4 Academic Service dates are sent to HTs	MW to send out guidelines
3.	<u>Directors Report – Moyra Highlighted Key Points from the Report</u>	
	<ol style="list-style-type: none"> 1. <u>Budget</u> – Lots of feedback was received about the budget proposals and there were many visits to the website and the budget planner. All feedback will be collated and used in the council budget meeting on 12th February. The intention is still to protect schools from any significant budget cuts. Alex reported back from CCwP – Karen Prophet gave a presentation on supply teachers availability and there was a presentation 1 plus 2 in primaries. Good feedback on the rollout of this and it is felt that it is helping raise attainment in English. Next CCwP will focus on School Meals/Property and Attainment. Peter Watten will attend. 2. <u>Child Protection Report</u> – the National Report on the Effectiveness of Child Protection Arrangements across Scotland (Nov 2014) highlighted three areas of good practice currently being used in 	

	<p>Edinburgh i.e. the Speak Up, Speak Out Campaign, the Electronic Inter-Agency Referrals and the Keeping Safe Booklets.</p> <ol style="list-style-type: none"> 3. <u>Education Scotland Feedback about Education Services in Edinburgh</u> – The report was very positive about highlighted areas of commendation and areas for development. An additional sheet was handed out with the full details from the report for parent council chairs to share with parents. This can be sent electronically by contacting Moyra. 4. <u>Community Access to Schools</u> – now being managed on a neighbourhood basis and five hubs have been created. New CATS managers in place looking at both community access and the development of adult education. There is a useful policy document online. Moyra to ask for FAQ sheet to be resent. 5. <u>Free School Meals</u> – funding was received from the Scottish Government to accommodate all the building changes required to ensure all P1 – P3 receive FSM. Local feedback from South as follows:- <ul style="list-style-type: none"> o Introduction of new system has gone quite smoothly re the ordering o Timescales for lunch can be a bit disruptive o Issue of wastage o Some concerns over quality, process and healthiness of food from Preston Street PS 6. <u>First Minister Visits</u> – very successful 7. <u>Special Schools Partnership Working</u> trip to panto was an incredible undertaking but very well enjoyed and appreciated and funded. May become a regular event. 8. <u>Teen Triple P (Positive Parenting Programme)</u> – the availability of these courses is now increasing across the city. Details can be found on www.joininedinburgh.org. These complement the work done by Patti Santilices. 9. <u>Education, Children and Families Committee</u> – next meeting on 3rd March. Committee papers available online on 25th. 10. <u>Improving School Websites</u> – see above. 	
<p>4.</p>	<p><u>Vision For Schools</u> This is a regular item of reporting to the council Moyra distributed a sheet outlining what is currently being done under each vision heading and asked for feedback from parent councils on what they feel is working well and what areas need development. Initial comments from around the table were as follows:-</p> <ul style="list-style-type: none"> • Early years 600 hours now in place • Early years collaborative has additional funding available • Schools are very good at increasing pupil confidence • Basic literacy is good and works effectively – a report on literacy will be going to committee in March • Sciennes PS highlighted that they had been trying to get parents trained as facilitators on the Growing Confidence programme but the courses were cancelled • More meaningful consultation with pupils taking place • Gillespie's PS are recruiting a new HT and have asked P7 pupils for their input. Their feedback will be used to inform a questionnaire for parents. Carol will share survey details with group. Other schools involve the pupil council and seek the views of the wider school community • More joined up approach to leadership is needed • Achieving 2 hours of PE is good • Lack of consistency in funding and resource both capital and revenue. Liberton HS and PS feel there has been a lack of investment and they have been abandoned in terms of funding. 	

	<p>Waiting to hear if wave 4 funding will be available.</p> <ul style="list-style-type: none"> Nicola shared current best practice amongst HTs where they meet to discuss issues as a cluster but also in quality improvement groups which have proved very useful. There is also a "Chewing the Fat" session where HTs choose a theme to discuss and go along after school if they so wish. Schools are more focussed on making pupils more prepared for work. Prestonfield PS held a careers fair which was put on the council website as an example of good practice. 	
5.	<p><u>Property and Facilities Management/School Meals</u> Property and Meal issues have been sent to Peter Watten</p>	
6.	<p><u>Better Relationships Policy</u> The policy was sent out to schools and parent councils for feedback. Moyra thanked all the parent councils for their responses. All the information is being collated and any changes required being made to provide an updated version in the Spring. It was felt that a leaflet by parents would be useful and a working group of parents has been set up to look at this.</p> <p>Carol Cerdan at Gillespie's PS is a member of Parents park who run workshops for parents on topics such as emotional wellbeing and restorative practice. She thanked Moyra for helping move this venture forward and will keep the group informed of events.</p>	<p>MW will send out updated copy when complete</p> <p>CC will keep group informed</p>
7.	<p><u>Budget Cuts</u> JGPS PC Chair asked for this to be raised as he felt that there was a lack of transparency but of those who attended the budget planning process thought that it worked very well and was very informative.</p>	
8.	<p><u>Rising Rolls</u></p> <ul style="list-style-type: none"> Following the last presentation by Crawford McGhie, he stated that there would be a follow up meeting in February. MW will ask for more information. Would like to see Rising Rolls and LDP reporting working together for better forward planning Moyra will circulate the Educational Benefits Statement which links Rising Rolls and LDP The group were very happy liaising with Crawford and Robbie as they felt that they listened and consulted with the group very well. 	<p>MW to get info from CM.</p> <p>MW to circulate</p>
9.	<p><u>Recruitment</u> Query re recruiting part time HTs. Would need to look at operational issues. Also a query as to why teaching staff can include holidays in their notice period and could they be tied in to an academic term. Moyra will refer both of these issues to HR.</p>	<p>MW to refer to HR</p>
10.	<p><u>Playground Developments</u> Margaret Westwood has already been meeting with a number of schools about playground development. It was agreed to organise a meeting specifically about playgrounds to which Margaret will be invited. Moyra will ask her to get in touch with the group to arrange a date.</p>	<p>MW to contact MW</p>
11.	<p><u>Localities</u> Sue Bruce presented a report to council called Organise to Deliver which proposed dividing the council area into 4 localities which would all have hubs which would provide local services. Parent Councils will be involved in the consultation process. Proposals are on the website.</p>	<p>PC Chairs to update parents on proposals and respond to</p>

		consultation
12.	<p><u>Appointment of Parent Rep to Education, Children and Families Committee</u></p> <p>New appointee required for session 2015/16 CCwP members will be asked to nominate candidates and there will be a ballot at CCwP should there be more than one nomination. Alex Ramage agreed to attend CCwP as primary rep and Stephen Harrold will attend for secondaries.</p>	
13.	<p><u>Issues</u></p> <p><u>Named Person</u> Following media reports – parents would like to know who the Named Person is for Edinburgh Pupils. Moyra advised that the process for children in Edinburgh has always had a named person i.e. Midwife – Heath Visitor, Primary HT and Secondary HT. There is already a lot of good work going on between HTs and GIRFEC. In any child planning meeting the HT would be the named person or someone that they have delegated. Moyra will ask for an information sheet on this to be sent to parent councils.</p> <p><u>School Streets Pilot</u> Sciennes PS have concerns over the effectiveness of the project as certain vehicles are to be exempt and no barriers or cones will be put up across the road. Alex Ramage asked for information to be provided on how schools can get on to the next phase of the project. Moyra will report back to the next meeting. The rollout of the 20mph zone across the city should make a big difference.</p> <p>Gilmerton PS are working with the community policeman and Parksmart to deal with parking problems and planning of running as a cluster. Lots of good information on line on parking initiatives.</p>	<p>MW to action</p> <p>MW to discuss with C Burnett</p>
14.	<p><u>AOB</u></p> <p>Tollcross PS asked about placements in relation to out of catchment additional support needs and getting a place in an inclusion unit. Moyra explained the process i.e. a twin track process of out of catchment application and applying for the inclusion unit separately.</p> <p>School Term Dates – surveymonkey to be sent out to parents and staff with a closing date of 28th February</p> <p>Craig to circulate information on parent councils gaining charitable status</p>	<p>CH to send out</p>
	<p><u>Next Meeting</u></p> <p>Wednesday 6 May 2015 at St Thomas HS</p>	

North Neighbourhood Group Meeting

Item 7.5

Tuesday 10 February 2015

Leith Academy 6.30pm to 8.30pm

Chair: Moyra Wilson, Senior Education Officer

Minutes: Liz Leslie, Queensferry High School

Present:

Paula McVay, PC Chair, St David's RC Primary School

Sandra Rathjen, PC Rep, Broughton Primary School

Sharon Mortimer, PC Rep, Craigmoynton High School

Gillian O'Rourke, HT, Broughton Primary School

Anna Bowman, Parent Council Rep, Leith Academy

Helen Bourquin, CLD

Colette Woods, PC Rep, Trinity/ Wardie/Victoria Primary School

Chris Byrne, PC Rep, Abbeyhill Primary School

Jack Simpson, HT, Leith Academy

Alex Black, PC Rep, Broughton High School

Stephan Eisenhardt, PC Rep, Craigentiny Primary School

1.	Apologies: Alison Franks, Parent Council Co-Chair, Stockbridge Primary School Andrew McMillan, PC Chair, Trinity Academy Lindsay Law, PC Chair, Flora Stevenson Primary	Action
2.	<u>Minutes of Previous Meeting and Matters Arising</u> Page 1 – Agreed Page 2 – Agreed. Rising Rolls presentation sent out. Improving School Websites - Graeme Smith has produced School Website Guidelines (access at http://orb.edinburgh.gov.uk/schoolsontheweb . Parents can have access to this if they are involved in producing or updating the website but there must be a school staff link person. Graeme has audited all school websites and produced red, amber and green information on their compliance with council policy and legislation. All HTs sent a report about their website. Aiming for consistency across the council. Free fruit query – this will be raised with Peter Watten at CCwP Page 3 – Agreed Leith Academy met last week with Moira Ross and Vivien Buller FM re school meals. Positive meeting but awaiting further information on next steps. Savings from music tuition – this has been achieved by not replacing music specialists leaving the service	PC Rep to report back at next meeting

3.	<p><u>Directors Report – Moyra Highlighted Key Points from the Report</u></p> <ol style="list-style-type: none"> 1. <u>Budget</u> – Lots of feedback was received about the budget proposals and there were many visits to the website and the budget planner. All feedback will be collated and used in the council budget meeting this Thursday 12th February. The intention is still to protect schools from any significant budget cuts. 2. <u>Child Protection Report</u> – the National Report on the Effectiveness of Child Protection Arrangements across Scotland (Nov 2014) highlighted three areas of good practice currently being used in Edinburgh i.e. the Speak Up, Speak Out Campaign, the Electronic Inter-Agency Referrals and the Keeping Safe Booklets. 3. <u>Education Scotland Feedback about Education Services in Edinburgh</u> – The report was very positive about highlighted areas of commendation and areas for development. An additional sheet was handed out with the full details from the report for parent council chairs to share with parents. This can be sent electronically by contacting Moyra. 4. <u>Community Access to Schools</u> – Helen Bourquin reported that things are very much in the transition phase just now and need to be in. This will be managed on an area basis with a move towards four localities. An administrative Hub will be created in one office in each area. New charging scheme will be in place from autumn – standard/concession and commercial rates. Moyra to ask for FAQ sheet to be resent. 5. <u>Free School Meals</u> – funding was received from the Scottish Government to accommodate all the building changes required to ensure all P1 – P3 receive FSM. Local feedback from North as follows:- <ul style="list-style-type: none"> o Overall schools pleasantly surprised with roll out o Timescales for lunch can be a bit disruptive o Broughton PS has seen uptake increasing and managing the process well. Much less waste. o Abbeyhill PS – 75% take-up and is manageable with some space issues 6. <u>First Minister Visits</u> – very successful 7. <u>Special Schools Partnership Working</u> trip to panto was an incredible undertaking but very well enjoyed and appreciated and funded. May become a regular event. 8. <u>Teen Triple P (Positive Parenting Programme)</u> – the availability of these courses is now increasing across the city. Details can be found on www.joininedinburgh.org. 9. <u>Education, Children and Families Committee</u> – next meeting on 3rd March. Committee papers available online on 25th. Next CCwP 26th February. 10. <u>Improving School Websites</u> – see above. 	
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4.	<p><u>Vision For Schools</u></p> <p>This is a regular item of reporting to the council and will be reported on again in March.</p> <p>Moyra distributed a sheet outlining what is currently being done under each vision heading and asked for feedback from parent councils on what they feel is working well and what areas need development.</p> <p>Initial comments from around the table were as follows:-</p> <ul style="list-style-type: none"> • Early years 600 hours now in place • Early years collaborative has additional funding available • Schools achieving 2 hours of PE a week is a success • CB asked how CfE is bedding down in schools. JS advised that all secondary schools were undertaking a Broad General Education (S1-S3) review with their Quality Improvement Officer Schools and an overview of this should be available by the end of the session. • Concerns over the Scottish model of a broad general education in junior phase diluting choices in senior phase. JS stated that time is being spent on fewer subjects for better depth as CfE aims to look at quality of learning and not quantity of awards. • AB felt that education had much better connections now and learning between curricular areas is much more positive and prepares pupils more successfully for working life. • GO – In primary schools, CfE is based on skills for learning and developing skillsets and is context based. Takes more time but leads to better learning and understanding. • It was generally felt that initially parents had a lot of concerns over the new qualifications and the numbers of awards but these fears are being allayed. • School leavers – AB felt that this should have a greater focus as there doesn't seem to be anyone with a complete overview or the breadth and depth of knowledge to help pupils reach positive destinations. Is there a resource issue with careers advisers and should career conversations start earlier. There are resources available and pupils should be encouraged to take more responsibility for accessing these. • S3 Subject Choice – seems to be a very short timescale from information being provided and choices having to be made. This is down to the individual school as different methods of communication are being used. 	
5.	<p><u>Property/Facilities Management</u></p> <p>Peter Watten will be attending the next CCwP and each neighbourhood has been asked to provide a list of any comments issues to be raised.</p>	MW to forward to PW
6.	<p><u>Better Relationships Policy</u></p> <p>The policy was sent out to schools and parent councils for feedback. Moyra thanked all the parent councils for their responses. All the information is being collated and any changes required being made to provide an updated version to be issued in April.</p>	MW to distribute in April
7.	<p><u>Appointment of Parent Rep to Education, Children and Families Committee</u></p> <p>New appointee required for session 2015/16</p> <p>CCwP members will be asked to nominate candidates and there will be a ballot at CCwP should there be more than one nomination.</p> <p>Names to Moyra if interested.</p>	PC names to MW

	Alex Black volunteered to continue as Secondary Rep to CCwP. Moyra will check with Lyndsey Law re primary.	
8.	<p><u>Neighbourhood Issues/Updates</u></p> <p>Broughton PS</p> <ul style="list-style-type: none"> • positive feedback on consultation on term dates • lack of availability of supply staff. There is a proposal to recruit supply staff centrally and for work in schools. The problem is partly due to the changes in rates of pay for supply staff <p>Abbeyhill PS</p> <ul style="list-style-type: none"> • School Streets Pilot – community consultation took place in December. Neighbours seemed to be very supportive and it is planned to go ahead in August. <p>St David's RC PS</p> <ul style="list-style-type: none"> • They have had a parent query re the educational stance on dealing with dyslexia. Moyra confirmed that all additional support needs are looked into. There is a lot of information on the website. Parent to be advised to discuss further with HT <p>Trinity PS</p> <ul style="list-style-type: none"> • CPD session for staff and parents on dyslexia. Very good and very positive feedback. <p>Broughton HS</p> <ul style="list-style-type: none"> • Can there be more effort from the centre to encourage parents to get involved. Leith Academy are going to use parent council to send the email out to all parents. 	
	<p><u>Property and Meal Issues</u></p> <p>Property and Meal issues have been sent to Peter Whatton</p>	
	<p><u>Next Meeting</u></p> <p>Monday 11 May at Leith Academy</p>	

East Neighbourhood Group Meeting

Item 7.6

Wednesday 11 February 2015

Portobello High School 6.30pm to 8.30pm

Chair: Maria Plant, Inclusion Officer

Minutes: Liz Leslie, Queensferry High School

Present:

Lorraine Legrix, Head Teacher, Holyrood High School RC
 Rob Luke, PC Rep, The Royal High Primary School
 Kevin Brack, Acting HT, Brunstane Primary School
 David Robertson, PC Rep, Duddingston Primary School
 Simon Collins, Parent Council Rep, Holyrood High School RC
 Kirsty McWilliam, Parent Council Chair, St John's RC Primary School

Apologies:

Alison Holligan, PC Council, Portobello High School
 Gordon Kaye, PC Chair, The Royal High Primary School
 Ian Johnston, PC Chair, PC Chair, Duddingston Primary School
 Donald McGregor, PC Council, Portobello High School
 Ruth Wood, PC Council, Parsons Green Primary School

		Action
1.	<p><u>Minutes of Previous Meeting and Matters Arising</u> Page 1 – Agreed Page 2 – Agreed Page 3 – Agreed Page 3 – Agreed No matters arising</p>	
2.	<p><u>Directors Report</u></p> <ol style="list-style-type: none"> 1. <u>Budget</u> – council budget meeting this Thursday 12th February. The intention is still to protect schools from any significant budget cuts. 2. <u>Child Protection Report</u> – the National Report on the Effectiveness of Child Protection Arrangements across Scotland (Nov 2014) highlighted three areas of good practice currently being used in Edinburgh i.e. the Speak Up, Speak Out Campaign, the Electronic Inter-Agency Referrals and the Keeping Safe Booklets. 3. <u>Education Scotland Feedback about Education Services in Edinburgh</u> – The report was very positive about highlighted areas of commendation and areas for development. An additional sheet was handed out with the full details from the report for parent council chairs to share with parents. This can be sent electronically by contacting Moyra. 4. <u>Community Access to Schools</u> – Now being managed on a neighbourhood basis and five hubs have been created. Moyra will send FAQ sheet to chairs. 5. <u>Free School Meals</u> – funding was received from the Scottish Government to accommodate all the building changes required to ensure all P1 – P3 receive FSM. Peter Watten attending next CCwP. 6. <u>First Minister Visits</u> – very successful 7. <u>Special Schools Partnership Working</u> trip to panto was an incredible undertaking but very well enjoyed and appreciated and funded. 8. <u>Teen Triple P (Positive Parenting Programme)</u> – Details can be found on www.joininedinburgh.org. 9. <u>Education, Children and Families Committee</u> – next meeting on 3rd March. Committee papers available online on 25th. Next CCwP 26th February. 10. <u>Improving School Websites</u> – Graeme Smith has produced School Website Guidelines (http://orb.edinburgh.gov.uk/schoolsontheweb) 	<p>PC chairs to update parents and contact MW for copy if requ'd</p> <p>MW to send out copies</p> <p>Any comments or feedback on</p>

	Parents can have access to this if they are involved in producing or updating the website but there must be a school staff administrator. Graeme has audited all school websites and produced red, amber and green information on their compliance with council policy and legislation. All HTs to be sent a report about their website.	Directors Report to MW from PC Chairs
3.	<p><u>Vision For Schools</u></p> <p>An information sheet on the Vision for Schools in Edinburgh and what the aims are under each heading was distributed. Parent councils are asked to give feedback on the document i.e. what they think is being done well and what areas could be developed by the next CCwP meeting on 26th February.</p>	PC Chairs to feedback to MW by 26/2
4.	<p><u>Property, Facilities Management and School Meals</u></p> <ul style="list-style-type: none"> Property and Meal issues sent to Peter Watten 	
5.	<p><u>Better Relationships Policy</u></p> <p>The policy was sent out to schools and parent councils for feedback. Moyra thanked all the parent councils for their responses. All the information is being collated and any changes required being made to provide an updated version to be issued in April.</p>	MW to distribute in April
6.	<p><u>Appointment of Parent Rep to Education, Children and Families Committee</u></p> <p>David Robertson will attend CCwP as Primary Rep Simon Collins will attend as Secondary Rep</p>	
7.	<p><u>Issues</u></p> <p>Supply teachers – interviews are now being held at centre for probationers and temp staff to go on supply list to try and alleviate problem of supply in primary school</p> <p>Safer Routes to School Pilot St Johns RC PS – Consultation meeting was not well attended and lots of questions not answered. Concerns over enforcement and issues with residents permits. Due to start in August.</p> <p>Walk Once a Week Campaign – pupils liking this programme, get badges and have competitions. Living Streets Programme. Some schools putting leaflets on cars. Back up from schools needed.</p> <p>Brunstane PS – problem with attendance and punctuality. Starting a walking bus. Will be parent led and a coffee stop will be started.</p>	
	<p><u>Next Meeting</u></p> <p>Tuesday 12 May 2015 at Portobello High School</p>	

1. Member Support: Our team continues to deliver information sessions to parents and teachers around Scotland.
Two new sessions have been developed: *Involving All Parents* which has been adapted from a course developed with the Gathered Together project and *Helping to Improve your School* which looks at practical ways for a Parent Council to take forward school improvement goals.
The member survey closed at the end of January and we have around 10% response. A report will be produced.
2. Parents Voice: The survey on the implementation of PVG has just been published.
3. AGM and Lecture: SPTC is moving to an annual lecture format instead of a conference. This year's is on 3 March at the Glasgow Science Centre and the speaker is Dr Joyce Epstein, who leads the National Partnership Schools Network. Financial support for the lecture has come from SDS. AGM notifications have gone to members and there is still time to support nominations!
4. Backchat: We have moved to a policy of mailing paper copies only to those for whom we have no email address or who specifically request paper. Otherwise distribution is by email.
5. Teacher Shortages: This continues to be an issue along with the topic of local authority commitment to teacher numbers/budgets for 2015-16.
6. Parliament & Education and Culture Committee: There are a number of consultations currently underway which will be of interest to parents.
7. Education Scotland: There is currently a review of inspections underway which we are feeding into. We have been asked to lead a parent discussion group at an event on 9 March to launch an ES report on technology education: there are still places at the all-day event!
8. STEC: Eileen will deliver a half-day workshop for STEC members on 26 February at University of Dundee.
9. No2NP Campaign: The consultation on the Guidance for the Children and Young People's Act was launched during 1st week in February.
10. Disclosure Scotland: We are working with Disclosure Scotland and Volunteer Scotland to help clarify the situation regarding implementation of the PVG legislation where it applies to parent groups. We have just launched a Parents Voice survey on use of PVG and disclosures.

Eileen Prior
18 February 2015