

Note of meeting

Consultative Committee with Parents

6.30pm, Thursday, 26 February 2015, City Chambers, High Street, Edinburgh

Present:

Elected Members

Councillor Robson (Chair).

Neighbourhood Groups - Parent Representatives

Alexandra Black, North Neighbourhood Group
Alison Bowyer, West Neighbourhood Group
Lindsay Law, North Neighbourhood Group
Gareth Oakley, West Neighbourhood Group
Liz Power, Citywide Special Schools Group
Alexander Ramage, South Neighbourhood Group
David Robertson, East Neighbourhood Group

National Parent Forum Scotland

Tina Woolnough

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
Andy Gray, Head of Schools and Community Services
Grace Vickers, Quality Improvement Manager, Children and Families
Moyra Wilson, Senior Education Manager (Inclusion and Pupil/Parent Support), Children and Families
Maria Lloyd, Department Adviser to Convener of Education, Children and Families
Peter Watton, Head of Corporate Property
Murdo MacLeod, Acting Compliance Manager, Services for Communities
Susan Weir, Assistant Committee Clerk, Corporate Governance

Apologies

Councillors Corbett, Dixon, Fullerton and Godzik; Colin Burrow, Sally Cavers, Simon Collins, Allan Crosbie, Willie French, Stephen Harrold, Stephen Preston and Rosie Wilson.

1. Welcome and Introduction

Councillor Keith Robson introduced himself to members of the CCWP. As a member of the Education, Children and Families Committee, he had been invited to chair the meeting on behalf of Councillor Godzik who was unable to attend.

1.1 Ellen Muir MBE

Councillor Robson noted congratulations to Ellen Muir, Head Teacher of Pilrig Park School and representative on the CCWP, who had been recently honoured with a Member of the British Empire. Ellen's commitment and leadership had been recognised as an inspiration to both staff and pupils.

2. Minutes

Decision

The Note of Meeting of the Consultative Committee with Parents of 4 December 2014 was approved as a correct record.

3. Director's Update

3.1 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 included feedback from the Neighbourhood Parent Groups and a progress update on matters arising. The Director of Children and Families highlighted the following key areas:

3.2 Ministerial Visits

Details were provided on a number of visits which had provided the opportunity to see different examples of work and good practice going on in schools.

3.3 Education Scotland – Feedback

Education Scotland's annual report on education services in Edinburgh had been very positive. A summary of the areas commended by Education Scotland was provided along with the areas which would be developed further.

3.4 Council Budget

The budget engagement process had ended on 19 December 2014. The Director expressed her thanks to everyone who had contributed to the process feeding into the Council's budget meeting on 12 February 2015. She was pleased to report that school budgets had been protected from significant further reductions.

Decision

To note the update report by the Director of Children and Families.

(Reference – report dated February 2015 by the Director of Children and Families; summary sheet on feedback from Education Scotland, submitted)

4. Facilities Management Issues – School Meals and Property Repairs and Maintenance

The Director introduced Peter Watton and Murdo MacLeod who had been invited to present information on school meals and procedures for dealing with property repairs and maintenance issues.

The presentation focussed on:

- the structure of Total FM which served to understand and deliver customer facilities management requirements.
- the school meals service.
- cleaning and janitorial services.
- repairs and maintenance issues including information on the work of the new asset management section to deliver an ongoing condition survey programme across the estate.

A number of issues were discussed including:

- Wave 4 schools programme – it was noted that work was ongoing on new build work priorities and that this would be reported later in the year.
- Improved communication and compliance for sub-contractors meeting timescales and signing off work.
- Improvements to the computerised system to provide information on where logged calls were situated in the queue.

Decision

- 1) To thank Peter Watton and Murdo MacLeod for their presentation.
- 2) To request that Billy MacIntyre be invited to the next meeting of the CCWP to present an update on priorities for new build work in the school estate.
- 3) To note that the [Children and Families Asset Management Plan 2014](#) submitted to the Education, Children and Families Committee on 9 December 2014 would be circulated to CCWP representatives.

(Reference – presentation by the Head of Corporate Property, submitted)

5. Educational Attainment – Improving Outcomes for Learners

Grace Vickers, Quality Improvement Manager had been invited to present information on improving attainment and outcomes for learners.

The presentation gave an overview of improvements in attainment, positive destinations and wider achievement. Details were provided on how schools tracked progress in tackling disadvantage by improving attainment of lower attainers relative to higher attainers. The various opportunities for wider achievement offered to pupils such as volunteering were outlined, together with areas proposed for further improvement to improve outcomes.

Decision

- 1) To note that the information presented would be shared more widely including school parent council meetings and parent neighbourhood groups.
- 2) To note that improving outcomes for learners in special schools would be reported at a later date, and to request that a presentation on ASL be made at a future meeting of the CCWP.
- 2) To thank Grace Vickers for her presentation.

(Reference – Presentation by the Director of Children and Families, submitted)

6. Appointment of Parent Representative to the Education, Children and Families Committee

The term of office for the parent representative on the Education, Children and Families Committee was due to expire at the end of June 2015. A timetable for the nomination/election process for the position commencing session 2015-2016 was outlined. The nomination/election process would be undertaken during spring 2015 with further details provided to eligible members in March 2015.

Decision

To note the information.

(Reference – Briefing paper by the Head of Legal, Risk and Compliance, submitted)

7. Committee Reports – Education, Children and Families Committee 3 March 2015

The Director highlighted reports being presented to the Education Children and Families Committee on 3 March 2015 as follows:

7.1 Vision for Schools

Details were provided of progress on the Vision for Schools for all children and young people to have the best start in life; be physically and emotionally healthy; be successful learners, confident individuals, and responsible citizens making a positive contribution to their communities; and to leave school into a positive destination well prepared for work, leisure, family life and lifelong learning.

7.2 Integrated Literacy Strategy

An update was provided on progress of priorities within the 2014-2015 Edinburgh Integrated Literacy Strategy (EILS) action plan.

The overarching vision of the strategy was to improve literacy skills and raise standards for all learners at all stages, enabling them to participate confidently in a wide range of roles in modern society and to contribute to their local community.

7.3 Primary School Estate Rising Rolls

The latest primary school roll projections at a city-wide level estimated that the primary school roll would rise from the position of 28,010 pupils at the start of session 2014/15 to an estimated 31,700 pupils by 2020 and 35,400 pupils by 2030.

To help predict how rising rolls might affect each primary school catchment area, detailed analysis was undertaken each year to identify schools where there could be insufficient accommodation to meet future catchment demand. Schools which would potentially face accommodation pressures in August 2016 and beyond had been identified, with options to address issues at each school.

Engagement would be undertaken with each school community to identify preferred options and would be reported back to Committee in May 2015.

In respect of proposals to alter catchment boundaries between Towerbank Primary School and neighbouring primary schools, initial informal consultation was underway with the affected schools to establish if there were any other feasible or preferred options for alterations to catchment boundaries which would still achieve the required outcome.

7.4 School Based Sports Hubs

Community Sport Hubs were a national initiative designed to improve school to club links and develop partnerships with sports clubs and other community organisations.

The Sports and Outdoor Learning Unit had taken the lead role in the successful development of three school based Community Sport Hubs - Forrester/St Augustine's High School Campus, Broughton High School and more recently The Royal High School. The sport hub approach would be rolled out to other schools and neighbourhoods in the city.

The Director also noted that funding was now available for defibrillators to be placed in all secondary schools.

Decision

To note the information provided on the reports being presented to the Education, Children and Families Committee on 3 March 2015.

(Reference - [Education, Children and Families Committee 3 March 2015](#))

8. Neighbourhood Issues

Minutes of the most recent meetings of the Parent Neighbourhood Groups had been circulated. Councillor Robson invited any additional information or issues parents wished to raise. Discussion on specific issues raised included the following:-

- **School term dates** – concern had been expressed at the West Neighbourhood Group that parental consultation on school term dates had not been taken on board. It was suggested that it would be useful if confirmation could be given to parents prior to future consultation, that the Council had no preferred option for term dates. A request was also made for the adoption of an evidence-based approach to school holidays to be considered in terms of what would be best for children educationally, rather than adhering to the current traditional holidays. The Director confirmed that staff and trade unions had also been consulted on the term dates.

- **Catchment and non-catchment schools** – It was confirmed that a parent could make a request for a non-catchment school and at the same time reserve a place in their catchment school.

Decision

- 1) To note the issues raised by the school neighbourhood groups.
- 2) To note the request for consideration of an evidence-based approach for determining school holidays.

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

9. Report from National Parent Forum Scotland

Tina Woolnough provided an update on issues from the National Parent Forum Scotland, highlighting the following:

- Edinburgh High School Parent Focus Group on Improving Attainment for All – Thursday 12 March 2015 at 7pm. Volunteers were sought to attend this event which would be hosted by facilitators to produce a report on the findings of the event and the next steps.
- Updated National 5 Revision and Curriculum for Excellence Higher Revision in a Nutshell Guides. These Revision guides would be available on the National Parent Forum website soon.
- Learning Pathways in a Nutshell. This new Nutshell illustrated and explained the various pathways available for young people to gather awards and qualifications at school, college, university and the workplace.
- Parent Survey of Early Years and Childcare Provision.

Decision

- 1) To note the update from the National Parent Forum Scotland.
- 2) To note that further information on any of the issues could be obtained from the website www.parentforumscotland.org.
- 3) To note that this would be Tina's last meeting representing the National Parent Forum on the Consultative Committee with Parents and to thank Tina for all her work supporting the CCWP.

(Reference – report by the National Parent Forum Scotland representative February 2015, submitted)

10. 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:

- AGM and Lecture – the SPTC were moving to an annual lecture format instead of a conference. This year's AGM and Lecture would be held on 3 March at the Glasgow Science Centre.
- Information Sessions to Parents and Teachers around Scotland – two new sessions had been developed with the Gathered Together project and Helping to

Improve Your School which looked at practical ways for parent councils to take forward school improvement goals.

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 February 2015, submitted)

11. Dates of Future Meetings

Decision

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

- Thursday 14 May 2015 (6.30-8.30pm)
- Thursday 1 October 2015 (6.30-8.30pm)
- Thursday 3 December 2015 (6.30-8.30pm)
- Thursday 25 February 2016 (6.30-8.30pm)
- Thursday 19 May 2016 (6.30-8.30pm)