Item 7.4

North West Locality Group Meeting

Tuesday 9 February 2016

Broughton High School 6.30pm to 8.30pm

Chair: Maria Plant, Inclusion Manager Minutes: Liz Leslie, Boroughmuir High School

Present:

Neil McIntosh, PC Chair, Queensferry High School Steven Budge, PC Vice Chair, Kirkliston Primary School Lorna Stewart, HT, Craigroyston Primary School Alison Bowyer, PC Chair, Craigmount High School/Edinburgh National Parent Forum Rep Luke McCullough, PC Chair, Royal High School Rebecca Hainey, PC Rep, Davidson's Mains Primary School Melissa Wilson, PC Rep, Fox Covert ND Primary School Dawn Thomson, PC Chair, Clermiston Primary School Cat Thomson, PC Rep, Stockbridge Primary School Angela Davidson, PC Rep, Trinity Academy **Apologies:** Claire Whyte, PC Chair, Queensferry Primary School Julie Fairhurst, PC Chair, Fox Covert ND Primary School Billy Samuel, PC Chair, Corstorphine Primary School Gael Malone, PC Chair, St Augustine's High School Sharon Mortimer, PC Chair, Craigroyston Community High School

Morag Reid, PC Chair, Wardie Primary School

Colin Grahamslaw, PC Chair, Blackhall Primary School

		Action
1.	Welcome and ApologiesMaria welcomed everyone to the first meeting of the new North Westlocality. Apologies noted above. Maria advised the group that due to thesize of this locality, they would be able to send a further two representativesto the CCwP meetings.	
2.	Minutes of Previous Meeting and Matters Arising There were two sets of minutes to review from the two previous neighbourhood groups.	
	 West Neighbourhood Minutes: Minutes were agreed with no amendments. Matters arising were noted:- Luke McCullough has now received a response from Linda Lees No further update received about Corstorphine PS No feedback as yet on the housing at West Craigs Parking at St Augustine's has been raised No answer as to who is responsible for any damage to the astroturf at Kirkliston. Alison advised that it was mud coming off of children's shoes that gets into the turf and causes damage. She also advised that the goals had arrived for their pitches but that one of them had blown over in the high winds at the weekend and should be 	MP to report on H and S issue
	 reported as a health and safety issue. MP to report back to FM on this. North Neighbourhood Minutes: Minutes were agreed with no amendments. Matters arising were noted:- Information on positive destinations still to be fedback 	H and S issue MW to feedback

	V to put RH
	ward for beals panel
Feedback on the question of schools asking for money from pupils for practical subjects. Departments are given a basic per capita budget for core resources for the curriculum. If there are	
departments that need extra funds to do more creative or imaginative curricular work, they can ask for a pupil contribution. This has to be done sensitively with respect to ability to pay and pupils will not be penalised for non-payment. The departments that	
are affected are usually the practical subjects such as HE, CDT and Art.	
3. Directors Report	
Alistair Gaw who is now Acting director following the retiral of Gillian Tee	
prepared the report. The post is to be advertised shortly but no information	
on what Communities and Families will encompass.	
The budget consultation was completed and was presented to the full council on 21 st January. The decisions and all the papers are online.	
The Education, Children and Families Committee met in December and	
thirteen reports were put forward as follows: -	
 Short life Working Group: Admissions and Appeals. The group has prepared a revised admissions policy to go to the next meeting. The 	
policy reiterates that pupils must be resident in catchment for a	
place to be awarded. Having a sibling in school does not guarantee	
a place. There will still be reserved places for families moving into	
catchment. Progress report to go to March committee.	
 Reserved Places – petition to reverse the decision on reserved places was not agreed. 1 place will be held in each class in primary 	
(2 for team teaching) and 1 at each year stage in secondary.	
Rising School Rolls - Billy McIntyre provided reports to the	
committee. Primary school rolls are continuing to rise. Secondary	
schools will see rises from 2017. Consultations have taken place	
with schools about accommodation issues. 7 primary schools have been already been identified as needing more accommodation for	
the August 2016 intake. Parent councils should also access	
information on the Local Development Plans for their locality. All	
committee papers and rising rolls papers are available online. It	
was felt that it would be useful if information could be shared with parent council chairs about the plans for secondary schools from MW	V to contact
2017 and to get more information on housing proposals. MW to CM	
contact Crawford McGhie.	
Asset Management Plan – ongoing review of assets. Further LDP	
papers looking at 2017 onwards will be put forward to committee between March and May.	
 Additional Support Needs – strategy is to strengthen support for 	
pupils in mainstream schools. Priorities for future development have	
been approved. Kirkliston PS felt that they had a huge amount of	
audited hours but not enough support. Lorna advised that support	
could also be accessed from the community. It was generally felt that PSA's were being asked to deliver more specialist services e.g.	
speech and language therapy and more support needs to be in	
place. Child planning meeting outcomes need to be reviewed and	
monitored. Stockbridge PS felt that pupils with complex additional	o to raise
needs were secure but resources were being used to dear with	ncerns
could be a health and safety concern.	
 Cat Thomson told the group that she works for Enquire and they 	
are funded by the Scottish Government to provide resource and	

	information to families needing to access special needs resources.	PC chairs can
	Looked after and accommodated children – excellent work moving	contact Cat for
	forward in this area. Work focussing on attainment and attendance	resources
	of LAC pupils.	
	There will be an extra ordinary Education, Children and Families	
	committee meeting on 11 February on 3 rd party grants.	
	Organisations bid to the council for grants to work with them. There are less grants available. A link to the report will be available.	
	 Corporate parenting – there was an update on actions to improve 	
	attainment and attendance for looked after children as well housing	
	and community benefits for these children.	
	 Tynecastle nursery school got an excellent report. The facilities at 	
	this nursery are fantastic.	
	 Positive destinations – excellent figures. Looking at sustainable 	
	destinations. Skills Development Scotland work very well in	
	partnership with schools on positive destinations.	
	Congratulations to Leith Academy on the success of the Confucius	
	Hub.	
	 St Crispin's after school club was mentioned following a very 	
	successful unannounced inspection.	
	 Moyra explained that the Leaders Award was for the service 	
	provided by the Family Group Decision Making service for their	
	solution-focussed work with wider family groups.	
	 A number of schools and groups were noted for their success in a 	
	range of awards. In this group, Broughton HS was voted best	
	Scottish state school by Tatler.	
	Relaxed Pantomime – this was a fantastic annual event for pupils in	
	special schools	
	 Overall a very positive report with lots going on across the 	
	department. Schools should remember to update information on	
	events and successes on the Bright Futures blog.	PC's/schools to
		post on blog
4	Placement FAQ's	
4.	These have been sent out to parent council chairs	PC chairs to
		share
	 I hey are predominantly for primary schools and it was felt that it would be useful to have one for secondary schools. 	Sharo
	 Moyra asked that the information be shared by parent chairs with all 	MW to look at
	parents	information for
	 Head teachers will share placement information with PC chairs 	secondary
	 Parents must be living in catchment by end of February 	schools
	 Policy will be strictly adhered to. 	
	 ASL needs are covered in all schools. Physical ability is slightly 	
	different and not all schools are readily adapted. Needs would be	
	flagged up by early years' staff.	
	• There is a statutory deadline for decisions to be made by the end of	
	April.	
5.	Issues	
	RHS – reply from Linda Lees about music tuition however, the	
	parent council did not want clarification on the proposal but on the	MW to take to
	impact on pupils. It cannot be claimed that music tuition is not part	CCwP
	of the curriculum, as higher pupils, as part of the course, need to	
	have two instruments/voice that makes up 60% of the course.	
	Needs to be further discussed before the 2017 budget proposals	
	come out. Take forward to CCwP.	Sh to provide
	 Fox Covert PS – would like to be included in the information about maintenance of actual unformation. 	Sb to provide information
1	maintenance of astroturf.	
		when received

	 Queensferry HS are still having problems with internet access Craigmount HS – if the online payments and email system are to go live in August, can parent councils have information on the system before then. QHS are trialling a parent evening booking system. Will feedback to group. MP advised that schools can purchase an additional appointments package from SEEMIS. She will send out the details. There was an interesting discussion on methods of communication – digital schoolbag, outlook inbox, weekly bulletins. 	MW to request information NM to feedback on system MP to send out SEMIS information
6.	Sharing Good Practice – Fox Covert PS	
	 The parent council has been restructured and divided into sub groups, which has led to better communication with the HT. Each year group has a representative and over the last year they have been working on building better relationships with parents. They have been setting up WhatsApp groups, Facebook pages and it has been really useful for parents. The responsibility for communication lies with the year group rep. They recently sent out a homework survey and there was a very good response thanks to the communication from the year group reps. They are looking to do more surveys particularly around communication and what parents want. There was a discussion about how to engage a more diverse range 	
	 There was a discussion about how to engage a more diverse range of parents. Craigmount HS PC has set up a support group for parents of pupils with additional support needs. Parents were invited by the school and they feel happier discussing issues in this forum. They are looking to expand this to other groups. Other ideas for engaging parents were to change the timings of meetings and using nursery reps to target new P1 parents. Craigroyston PS launched "blether and a butty" where parents are asked for their thoughts and about what they would feel comfortable helping with in school or at parent council. To try and work with more demanding parents and those who don't want to raise issues through parent councils it was felt important to highlight successes, put out key points and decisions straight after meetings so parents can see things are being taken forward. Also important to let parents know that the parent council is a statutory role and represents all parents and not just for individual issues. 	
	Stockbridge PS volunteered to share good practice at the next meeting.	Stockbridge to prepare item for next meeting
11.	 AOCB Term dates – will these be discussed again and time be given for consultation before the next set are agreed? Luke McCullough, RHS has not been included in any of the emails for this meeting and did not receive any papers. MP will ask AA to resolve this. No parent council chairs were asked for agenda items. CCwP reps – Alison and possibly a rep from Fox Covert PS – issues to be taken forward are instrumental tuition, online payments and rising rolls. Would it be possible for the CCwP agenda-setting meeting to be run as a conference call as parents find it difficult to meet during the day and to get in to Waverley Court? MP will ask MW. 	MW to raise AA to add Luke to the list and send paperwork. AA to ask for agenda items before next meeting. MW to reply re conference call.
	Next Meeting Tuesday 3 rd May at St Augustine's High School at 6.30pm	