

Agenda

Consultative Committee with Parents

6:00pm, Thursday 16 May 2019

Dunedin 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 Note of Previous Meeting

- 3.1 Consultative Committee with Parents of 28 February 2019 (circulated)

4 Rolling Actions Log

- 4.1 Rolling Actions Log (circulated)

5 Scottish Government - Parental Involvement and Engagement Strategy

- 5.1 Update by David Maguire Principal Officer, Engagement & Involvement, Communities and Families

6 Health and Wellbeing

- 6.1 Update by Janice Watson Quality Improvement Education Officer, Communities and Families

7 School Estate

- 7.1 Update by Crawford McGhie, Head of Operational Support, Communities and Families

8 Locality Representatives – Key Issues

The Convener will invite parents/carers to raise any issues arising from the Locality Groups.

- 8.1 Citywide Special Schools Group
- 8.2 South West Locality Group
- 8.3 North West Locality Group
- 8.4 South East Locality Group
- 8.5 North East Locality Group

9 Connect

- 9.1 Update

10 National Parent Forum

10.1 Update

11 Date of Next Meeting

To be confirmed

Note: The next Education, Children & Families Committee meeting will be held on **Friday 16 August 2019** at 10am in the City Chambers

Laurence Rockey

Head of Strategy and Communications

Membership

Members appointed by the Education, Children and Families Committee

Councillors Perry (Convener), Bird, Dickie, Mary Campbell, Laidlaw, Smith and Young.

Stakeholder Representatives

Three parent/carer representatives from each of the Locality Groups

Two parent/carer representatives from the Citywide Special Schools Group

One parent/carer representative from the Additional Support for Learning (ASL) Forum

One head teacher from each locality on a rota basis

One representative from the National Parent Forum

One representative from Connect (formerly the Scottish Parent Teacher Council)

Lead officers

Alistair Gaw, Executive Director for Communities and Families

Andy Gray, Head of Schools and Lifelong Learning, Communities and Families

Maria Plant, Senior Education Manager, Communities and Families

Information about the Consultative Committee with Parents

The Consultative Committee with Parents is a Forum for discussion and consultation with parents on citywide and national issues.

A parent representative from the Committee is appointed to the Council's Education, Children and Families Committee.

Further information on the Committee 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 Lesley Birrell, Committee Services, Strategy and Communications, City of Edinburgh Council, Business Centre 2:1, Waverley Court, East Market Street, Edinburgh, Tel 0131 529 4240 email lesley.birrell@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/meetings .

Note of Meeting

Item 3.1

Consultative Committee with Parents

6:00pm Thursday 28 February 2019

City Chambers, High Street, Edinburgh

Present:

Elected Members

Councillors Perry (Convener) and Mary Campbell.

Locality Groups - Parent Representatives

Julia Main, City Wide Special Schools

David Sterratt, North East Locality (Drummond Community High School Parent Council)

Jennifer Longstaff North East Locality (Broughton Primary)

Paul Millan, North West Locality (Roseburn Primary Parent Council)

Billy Samuel, North West Locality (Corstorphine Primary Parent Council)

Melissa Wilson, North West Locality (Fox Covert Primary Parent Council)

Alex Ramage, South East Locality (Education, Children & Families Parent Rep)

Kathryn, South West Locality (Nether Currie Primary)

Naomi Barton, South West Locality (Currie Community High School)

Gareth Oakley, South West Locality (Craiglockhart Primary Parent Council)

Raul Pardinaz-Solis, South West Locality (JGHS Parent Council)

Connect

Eileen Prior

Officers in Attendance

Alistair Gaw, Executive Director for Communities and Families

Andy Gray, Head of Schools & Lifelong Learning

Maria Plant, Schools & Lifelong Learning Senior Manager

David Maguire, Principal Officer, Engagement and Involvement

Jackie Reid, Quality Improvement Education Officer (Primary)

Jenni Robertson, Support of Learning through Innovative Technologies, Tynecastle High School and Director of Digital Learning

Apologies

Councillors Dickie and Young and Amanda Campell (National Parent Forum).

1. Note of Previous Meeting

Decision

The Note of Meeting of the Consultative Committee with Parents of 6 December 2018 was submitted and approved as a correct record subject to adding Kevin Kealy, South West Locality to the list of those present.

2. Rolling Actions Log

The rolling actions log was submitted for consideration.

Decision

- 1) To agree to close Action 1 – Presentation on 20mph zones.
- 2) To change the expected completion date for Action 2 – Health and Wellbeing to May 2019.
- 3) To note that Action 3 – Budget Music Tuition and Pupil Support Assistants would be addressed at locality meetings with a verbal update to the CCWP as required.

(Reference – rolling actions log, submitted)

3. Budget 2019/20

Members received a presentation from the Executive Director for Communities and Families providing an update on the Council's budget which had been approved at the Council meeting on 21 February 2019.

A breakdown was provided of how the Communities and Families budget had been shaped and what differences there were between 18/19 and 19/20.

Overall Budget Breakdown

- £387.1m overall communities and families budget for 18/19
- Biggest allocation was schools budget £199m
- Children's services – social work for children and fostering, adoption, child protection, residential care etc £72.4m
- Early years - £33.1m – nurseries, early years centres
- £33m – safer and stronger communities, community justice services, offender management, etc, family and household support
- ASL services £16.2m
- Quality improvement, management, etc

Schools Budget Breakdown

- Primary schools – 94.2m
- Secondary schools - £83.9m
- Special schools - £16.1m
- Schools management and support - £4.8m

Additional Investment 19/20 - £16m

- Staff pay awards and uplifts for pension contributions – £11m
- £2.2m in schools budget
- £200,000 – early years
- £1.1m for children’s services/LAC
- £400,000 central office support – school clothing grants
- £200,000 – ASL
- Sport & lifelong learning – no increase
- Safer & stronger – homelessness - £900,000

Savings - £4.5m

- reduce management costs
- safer & stronger – spend to save through housing stock
- children’s services - £700,000 – reduction in residential care estate,
- sport & lifelong learning - £500,000
- £300,000 reduction in ASL - £100,000 is NHS better contracts - £200,000 management savings

Grants – ringfenced grants - £45m

- Early years £26m for 1140 expansion plans
- Safer & stronger – probation services £10m
- £7.5m PEF money
- £1m attainment for LAC
- £300,000 – GME education
- £200,000 – ASL
- £100,000 – services managing estates rolling out new programme for schools

Decision

To note the update and to circulate the presentation with the note of this meeting.

4. Scottish National Standardised Assessments

Jackie Reid, Quality Improvement Education Manager for Primary Schools presented a paper setting out a framework for assessment and moderation in schools across the Council estate.

Guidance from Education Scotland described the key features of learning and teaching that should be visible in classes and playrooms. To establish excellence across City of Edinburgh, the following quality indicator and key themes had been used to inform the guidance within the Framework with particular focus on the theme of Effective Use of Assessment:

Quality Indicator – Learning, Teaching and Assessment

- Learning and engagement
- Quality of teaching or interactions
- Effective use of assessment
- Planning, tracking and monitoring

A P1 practitioner forum had been established and an easy read version of the guidelines would be prepared for all parents and carers.

During discussion the following points were raised:

- Data was still being sought which quantified special schools attainment as the position was bit unclear – it was proposed to set up focus groups with all sectors and an Improvement Group to look at the guidelines
- Some schools had already used the assessments to give them information to plan for interventions going forward
- Concerns about level of completion rate as lots of pupils were out of school when the assessments were being carried out
- Helpful to have guidance to Head Teachers to inform parent councils around the process
- What would we expect to see at a cluster improvement level and was there a role in terms of national framework collaborative
- At the end of the guidelines there were core responsibilities set out around striking consistency – there was a P7-S1 focus to date so it was hoped to extend this further to primary and secondary colleagues

Decision

- 1) To note the update and circulate the link to the report with the note of this meeting.
- 2) To note that the issue of attainment could be raised at locality meetings in April and interest gauged in participating in the Improvement Group to look at the guidelines.

(Reference – Edinburgh Learns – Broad General Education Assessment and Moderation Framework, submitted)

5. ICT Update

Jenni Robertson, Director of Digital Learning at Tynecastle High School gave a presentation to members on digital learning strategy for the school estate. A strategic group had been set up to take forward the strategy.

Headlines – 4 objectives

- develop the skills and confidence of our educators
- Improve access to digital technologies for all learners
- Ensure that digital technology was considered in all areas of curriculum and assessment delivery
- Empower leaders of change to drive innovation and investment in digital technology

Actions for schools:

- complete a self-evaluation – Digital Schools Award self-evaluation
- Appoint a digital leader from within staff complement

Work in progress

- ICT Co-ordinator/Digital Leader
- ICT technician
- Next refresh

During discussion the following points were raised:

- Was adapted augmented communication devices included as part of the strategic group's discussion
- Where does money come from in schools and what was the guidance on what was the right equipment
- Important to have consistency in types of technology
- Was there any budget for supporting the strategy on digital literacy across the schools
- Monitoring of the amount of screen time for pupils
- Would there be an opportunity to discuss financing further for funding specific pieces of technology to help children with additional communication needs

Decision

- 1) To circulate the presentation with the note of this meeting.
- 2) To ask for an update to a future meeting of this Group on the outcomes and success criteria of the WiFi pilot being carried out at James Gillespie's High School, together with information on what different schools across the school estate were doing in terms of digital learning.

6. School Holiday Dates

David Maguire advised that session dates up to 2021/22 had been agreed by the Education, Children and Families Committee at its meeting on 6 March 2018.

Concerns had been expressed by parents about the level of consultation which had been undertaken prior to the decision being taken by the Committee.

Proposals had now been put forward by a parent council chair to make changes specifically relating to the start of the Christmas break in December 2020 and the Easter break in 2022.

The issue was that Christmas Day in 2020 was on the Friday and schools would break on the Wednesday. There was a view that schools should break on the Tuesday to allow sufficient time for families who may be travelling outwith Edinburgh for the break.

Members noted that there was a motion on the specific issue by Councillor Laidlaw on the agenda for the Education, Children and Families Committee meeting to be held on 5 March 2019.

Decision

To provide a briefing note to CCWP members on the outcome of the previous consultation exercise referencing the March 2018 decision to also include information on types of absences which would be considered authorised and unauthorised.

7. Locality Representatives – Key Issues

Maria Plant thanked all parents for their attendance at the locality group meetings. The last cycle of meetings had considered ICT, budget, parental engagement.

North East Locality Group

The North East Group had discussed the audit of traffic outside Broughton Primary School and the associated traffic impact analysis. Parents had reported they had received no feedback on the outcomes. It was agreed that information would be sought and reported to the next meeting of the Group.

North West Locality Group

The North West Locality Group had discussed the parental engagement strategy group and how to ensure the best engagement between parent councils and locality group meetings. It was important to get the right balance of views at locality group meetings and at this meeting. Thought needed to be given to being as inclusive as possible in terms of engaging parents and carers from across the whole locality.

The terms of reference for locality meetings were available on the Council's website. Consideration could be given to developing an information sheet with frequently asked questions and perhaps an information portal on the website.

City Wide Special Schools

There had been debate about transitions from childrens' to adult services, from nursery to primary and primary to secondary. There were still young people not supported or in adult services. There was a knock on effect of young people staying on at school until they were 18 years old.

The Council's Special Schools and ASL Service Manager and Senior Manager in the Disabilities Service were working collaboratively taking work forward in this area and parents would be kept informed as work progressed.

Parents had asked the Directorate to review the lead in times for pupils with additional needs transitioning from nursery to primary and from primary to secondary schools.

There had been discussion around a proposed restructuring of the Group and to rename it as the Additional Support Needs Group. This would enable parents of children with additional support needs in mainstream education to be included. Further discussion on this would take place at the next meeting.

South West Locality

The South West Locality Group had discussed the costs associated with covering long term sick and maternity leave from within devolved school budgets and any resulting impact on schools.

Parents were anxious about the proposed catchment boundary changes and felt that regular communication from the Council would help improve relationships.

Budget issues and impact of savings on education were also causing concern.

South East Locality

The South East Locality meeting had discussed how to engage constructively with parents particularly after the new James Gillespie's primary school was open in Canaan Lane. There was a verbal commitment to return to a two stream school but this was based on a forecast at one point in time and there were no guarantees due to not having the ability to predict population change in the future.

Other issues discussed included the loss of EdModo, office 365, term dates, music tuition and the proposals around a tourist tax.

Decision

- 1) To note that a briefing update note would be issued to parents affected by the proposed catchment area boundary changes.
- 2) To circulate information on the percentage of devolved school budgets allocated in the short term for maternity leave.
- 3) To share the presentation slides on the budget for 2019/20 with the locality groups.
- 4) To otherwise note the updates.

8. Update from Connect

Eileen Prior provided an update on a number of issues currently under consideration by Connect.

- The AGM and Annual Lecture was scheduled to be held in Dundee. The keynote speaker was Carol Craig who would be talking about childhood resilience. Bookings could be made online on the Connect website.

- Policy, parliament and government – there was a survey out on subject choices in secondary schools
- Connect had received the largest response to the survey on music tuition
- Standardised assessments – Scottish Government were currently reviewing P1 assessments and looking again at the whole concept of standardised assessment
- Parental Involvement Act was being reviewed with a submission deadline of April and new guidance would be issued – the changes would look at how parents and schools could better engage with each other
- Membership model, training, information and support – looking at how parents voice can be strengthened
- Presumption of mainstream was under review – what does it mean for children and how to do we have equity in education

Decision

To note the updates.

9. Date of Next Meeting

Decision

Thursday 16 May 2019 at 6pm in the City Chambers

Consultative Committee with Parents

16 May 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	17.05.18	Health and Wellbeing	To invite the Quality Improvement Officer to a future meeting of the CCWP to provide an update on health and wellbeing.	Executive Director for Communities and Families Lead Officer: Janice Watson, Quality Improvement Officer 0131 469 3661 janice.watson@edinburgh.gov.uk	May 2019		
2	06.12.18	Budget – Music Tuition and Pupil Support Assistants	To report back to a future meeting of the CCWP on the discussions of the Working Group specifically around spend per pupil and supporting statistical data from a Council perspective.	Executive Director for Communities and Families	Ongoing		To note that this would be discussed at locality meetings with a verbal update to the CCWP as required.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
3	28.02.19	ICT Update	To ask for an update to a future meeting of this Group on the outcomes and success criteria of the WiFi pilot being carried out at James Gillespie's High School, together with information on what different schools across the school estate were doing in terms of digital learning	Executive Director for Communities and Families	Ongoing		An update will be provided once the outcomes of the WiFi pilot at JGHS are known.
4	28.02.19	School Session Dates	To provide a briefing note to CCWP members on the outcome of the previous consultation exercise referencing the March 2018 decision to also include information on types of absences which would be considered authorised and unauthorised.	Executive Director for Communities and Families	Ongoing		

Connect

Report for CCWP

17 January 2019

1. Membership Support: We continue to run our popular Information Sessions, both face to face and online, which include Chair, Treasurer, Constitutions, Social Media, Anti-bullying behaviour with RespectMe, PVG and Q&A.
2. Partnership Schools: We published our Year 3 report and are focussing now on gathering evidence and case studies, ie qualitative evaluation. The Reference Group will meet in May. We are in discussion with Stirling University regarding research into the impact of parental engagement in 'surprising' schools (those which are performing beyond expectations), including some PSS participants.
3. Professional Learning: Connect's Professional Learning programmes are being delivered around the country to support schools in their work to engage effectively with families. Dr Janet Goodall is now working with Connect to help develop learning resources and contribute additional ideas and resources.
4. Data Protection: We are developing shared guidance for schools regarding Parent Councils and GDPR with the Scottish Parental Involvement Officers Network (SPION).
5. Directors: Two new directors have joining us: Niall Bradley was nominated for parent director at the AGM (from East Lothian), and Arjun Mediratta is an appointed director.
6. Parent Surveys: We currently have a member survey and are seeking input from parents to support the development of Connect's services. We will also shortly be issuing a Stakeholder survey as we work on our strategic plan for the next three years. We conducted a survey on subject choices in the senior phase in February, to feed into our submission to the Scottish Parliament's Education and Skills Committee's inquiry. We are also running a survey on early years/nursery provision in the summer term.
7. National Action Plan on Parental Involvement and Engagement Steering Group: This group will oversee the implementation of the Scottish Government's National Action Plan on parental involvement and engagement. The National Network on Parental Engagement is part of this.
8. National Working Group on Guidance, Training and Support Materials - Parental Involvement and Engagement: This group will provide advice and guidance on Action 2 of the Government's National Action Plan around the development of training and information materials.
9. P1 Standardised Assessment Review: we met with David Reedy, lead of the independent review, in mid-February.
10. Education and Skills Committee: We gave evidence to the Committee's inquiry on Standardised Assessments on behalf of Connect in early February. We submitted a written response to the inquiry on subject choices in March, which drew from our survey of parents on the topic and gave evidence before the Committee in May.
11. Regional Improvement Collaboratives: Connect is working closely across the Regional Improvement Collaboratives to support their work on parental engagement.
12. UpStart: We continue to support the Play Not Tests campaign.
13. COSLA: We wrote to COSLA about the significant charges being made in some area for parent groups to use school premises and will discuss with them this month.

EP/14/5/19

Connect

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