

Notice of meeting and agenda

Consultative Committee with Parents

6.00 pm Wednesday, 4th December, 2024

Virtual Meeting - via Microsoft Teams

This is a public meeting and members of the public are welcome to attend.

Contacts

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1. Order of Business

1.1 Order of Business and Welcome by Convener

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 Members should 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

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| 3.1 | Note of Meeting of the Consultative Committee with Parents of 15 May 2024 – submitted for approval | 5 - 12 |
| 3.2 | Note of Consultative Committee with Parents Workshop held on 11 September 2024 – submitted for noting | 13 - 16 |

4. Outstanding Actions

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| 4.1 | Outstanding Actions | 17 - 20 |
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5. Reports

- 5.1 Inclusion Review
- 5.2 Secondary Sector Parent Representative - Education, Children and Families Committee
- 5.3 Parental Engagement Delivery Plan
- 5.4 Update from National Parent Forum Representative

6. Date of Next Meeting

6.1 Date of Next Meeting: 26 February 2025

Nick Smith

Service Director – Legal and Assurance

Committee Members

Councillors Councillor Joan Griffiths (Convener), Councillor Steve Burgess, Councillor Euan Davidson, Councillor Christopher Cowdy, Councillor Margaret Arma Graham, Councillor Euan Hyslop and Councillor Lesley Macinnes

Information about the Consultative Committee with Parents

The Consultative Committee with Parents consists of 7 Councillors and is appointed by the Education, Children and Families Committee. The Consultative Committee with Parents usually meets in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Daniel Baigrie, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 7030, email daniel.baigrie@edinburgh.gov.uk.

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh.

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.

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Generally the public seating areas will not be filmed. However, by entering the Council Chamber and using the public seating area, individuals may be filmed and images and sound recordings captured of them will be used and stored for web casting and training purposes and for the purpose of keeping historical records and making those records available to the public.

Any information presented by individuals to the Council at a meeting, in a deputation or otherwise, in addition to forming part of a webcast that will be held as a historical record, will also be held and used by the Council in connection with the relevant matter until that matter is decided or otherwise resolved (including any potential appeals and other connected processes). Thereafter, that information will continue to be held as part of the historical record in accordance with the paragraphs above.

If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services (committee.services@edinburgh.gov.uk).

Action Note

Consultative Committee with Parents

6pm, Wednesday 15 May 2024

Virtual Meeting held by Microsoft Teams

Present

Councillors Griffiths (Convener), Burgess, Hyslop, Davidson, Cowdy.

In Attendance

Parent/Carer Representatives

Alex Ramage
Louise Collingwood
Emma Parker
Gail – Braidburn Special School
Gillian Coulter
Shanda Doherty

Council Officers

Lorna French – Service Director Education
Donna Murray – Senior Education Manager
Crawford McGhie – Head of Strategic Asset Planning
Daniel Baigrie – Committee Officer

	Subject	Decision/Action	Action Owner
1.	Welcome by Convener	Noted.	
2.	Declarations of Interest	None.	Committee Services
3	Note of the meeting of Consultative Committee with Parents – 13 March 2024	Approved.	Committee Services
4	Outstanding Actions	<ul style="list-style-type: none"> 1) To agree to close action 6. 2) To otherwise note the remaining outstanding actions. 	Committee Services
4.	Executive Director's Update	<ul style="list-style-type: none"> 1) To note that self-evaluation across schools was ongoing and Scottish Government Guidance to support Education Improvement Plans was pending. Key themes included positive destinations, reducing the poverty related attainment gap and children and young people's rights. 2) To note that it was the intention for secondary schools to have aligned timetables from August 2025 and this would create opportunities to dial into lessons in different schools. 	Lorna French

		<p>3) To note that various conversations were ongoing about use of mobile phones in schools and that guidance would be forthcoming. This will be reported back as necessary.</p> <p>4) To note that range of opportunities for young people at school leaving age, including Modern Apprenticeships and Foundation Apprenticeships. To bring this back as a future agenda item to enable parents to understand options available to young people.</p>	
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		<p>Parental Engagement and Involvement</p> <ol style="list-style-type: none"> 1) To note there would be a review of Parental Engagement and Involvement. Officers noted positive examples of practice, including family learning and areas for development. 2) Officers proposed they develop a delivery plan and noted they would engage with parents as part of this process. 3) To note that there were challenges and barriers to parents participating however a collaborative approach would be taken to ensure that parental voice would be heard. 	Donna Murray
6.	Update from Connect Representative	None.	
7	Update from National Parent Forum Representative	None.	

8.	Appointment of Parent Representatives to the Education, Children and Families Committee	Decision 1) To appoint Alexander Ramage as the Secondary Sector Parent Representative on the Education, Children and Families Committee 2) To appoint Louise Collingwood as the Primary Sector Parent Representative on the Education, Children and Families Committee	Committee Services
9.	Any Other Business	None.	
9.	Dates of Next Meetings	To be arranged.	

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Note of Workshop

Workshop - Consultative Committee with Parents

6pm, Wednesday 11 September 2024

Virtual Meeting held by Microsoft Teams

Present

Councillors Griffiths (Convener), Burgess, Graham, Hyslop, Macinnes, Davidson, Cowdy.

In Attendance

Parent/Carer Representatives

Alex Ramage
Louise Collingwood
Naomi Barton

Council Officers

Lorna French – Service Director, Education
Donna Murray – Head of Education – Early Years, Parents and Operations
Paula Greenhill – Early Years and Childcare Manager
Daniel Baigrie – Committee Officer

	Subject	Decision/Action	Action Owner
1.	<p>Workshop – Consultative Committee with Parents</p>	<p>Lorna French outlined that the purpose of the workshop was to discuss the current arrangements for parental engagement and involvement and to consider what actions officers may take over the forthcoming period. The current structure of locality meetings, ASN and ASN in mainstream, sitting alongside CCWP, Parent Councils and Connect were noted. Some anecdotal evidence of a drop-off in parental engagement were noted across all forums. It was noted that this represents a number of evening meetings for parents.</p> <p>A general change in volunteering broadly was noted; social and financial pressures on families were cited as potential contributing factors.</p> <p>It was noted that as part of a review of parental engagement and involvement a focus could be placed on engaging harder to reach groups.</p> <p>It was noted that parental engagement and involvement should be meaningful and useful.</p> <p>It was noted that meeting structures for parental engagement should have a clear flow of communication. E.g. Education, Children and Families Committee, CCWP, Locality Groups and Parent Councils all communicating with each other.</p> <p>It was proposed that officers would devise a schedule of meetings for 2024-25 to merge ASN in mainstream meetings and separate locality meetings to create city wide parent/carer meetings. Special school parent/carer meetings will remain separate. The quarterly</p>	<p>Donna Murray – Head of Education donna.murray@edinburgh.gov.uk</p>

		<p>CCWP meeting was already scheduled for this academic year. It was noted that special school parents meet with Lynne Binnie or a representative from her team.</p> <p>A working group was proposed by officers to consider methods for parental engagement and involvement beyond the 2024-25 academic year. This would consider diversity of approach, the most appropriate meeting venues and times and seek feedback from the broader parent body.</p>	<p>Donna Murray – Head of Education donna.murray@edinburgh.gov.uk</p>
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No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							last meeting to review this.
2	10.10.23	Updates from Locality Groups – Learning for Sustainability	To note that this will be on the agenda for a future meeting. Parents are asked to bring back any further points regarding Learning for Sustainability to a future meeting.	Executive Director of Children, Education and Justice Services	Ongoing	Ongoing	To bring Learning for Sustainability to a Future Meeting.
3	10.10.23	Empowered Learning – changing pedagogy, use of IT	Parent Council access to IT services through the Council to be explored with colleagues in Corporate Services.	Executive Director of Children, Education and Justice Services	February 2025		Meeting pending with Digital Services and parent rep
4	06.12.23	Director's Update	To note the ongoing concerns regarding dysregulated behaviour and the engagement at a local level with parents and learners to minimise incidents. The ongoing work on this matter will be raised in locality meetings	Executive Director of Children, Education and Justice Services	Ongoing	Ongoing	Steering group is active and meets 6x weekly

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			to get feedback from parents in February and will come back to CCWP as appropriate.				
5	13.03.24	Updates from Locality Groups	<p>1) To note that the comms group with council and parent representation had been meeting.</p> <p>2) To consider the current structures and arrangements for Parental Engagement and seek to make changes in August 2024.</p> <p>3) To bring back a future update to CCWP regarding options for future models of Parental Engagement.</p> <p>4) To note some effort is required to reinvigorate parent councils.</p>	Arran Finlay	September 2024		<p>Recommended for Closure</p> <p>Will be considered at CCWP in December 2024. Workshop held 11 September 2024 and note of this workshop circulated with these papers.</p> <p><u>Update May 2024</u> This group is now working with SEO Elaine Gallagher and Head of Education, Donna Murray, to look at wider Parental Engagement and Involvement.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments