

## Minute of Meeting

### Education and Children's Services Policy Board

Date	Time	Venue
Thursday, 23 May 2019	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

Councillor Derek Bibby, Provost Lorraine Cameron, Councillor Carolann Davidson, Councillor Natalie Don, Councillor Edward Grady, Councillor Neill Graham, Councillor Lisa-Marie Hughes, Councillor Karen Kennedy, Councillor Scott Kerr, Councillor Paul Mack, Councillor John McNaughtan, Councillor Will Mylet, Mr Jack Nellaney, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Emma Rodden, Councillor John Shaw, Mr Ravinder Singh, Councillor Jane Strang

#### Chair

Councillor Paterson, Convener, presided.

#### In Attendance

S Quinn, Director of Children's Services; J Trainer, Head of Childcare & Criminal Justice, L McAllister, Acting Head of Early Years & Broad General Education and L Fingland, Service Planning & Policy Development Manager (all Education & Children's Services); and G McLachlan, Senior Finance Manager and C MacDonald Senior Committee Services Officer (both Finance & Resources).

#### Declarations of Interest

Councillor Davidson declared a non-financial interest in item 6 on the agenda as she was a member of Gleniffer High Parent Council and intimated her intention to take part in the discussion and voting thereon.

## **1 Capital Budget Monitoring**

There was submitted a joint Capital Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the service to 1 March 2019.

**DECIDED:** That the report be noted.

## **2 Revenue Budget Monitoring**

There was submitted a joint Revenue Budget Monitoring report by the Directors of Finance & Resources and Children's Services for the service to 1 March 2019.

**DECIDED:** That the report be noted.

## **3 Developing the School Estate Management Plan (SEMP 2020)**

There was submitted a report by the Director of Children's Services relative to the strategic development of the School Estate Management Plan (SEMP).

The report advised that the Scottish Government, in November 2018, announced its intention to support school infrastructure improvement through a further £1billion investment in Scottish schools and the Council, through the 2019/20 capital budget process had agreed a £27million investment for school buildings and a further £2million investment had been identified to improve the learning environment in four schools.

The report set out the school and early years building performance challenges and solutions; the impact of future housing development on the school estate; and the SEMF proposals which were designed to address the challenges. The report noted that it was essential that the Council's new SEMF was fully developed in advance of the Scottish Government's funding release anticipated in 2021.

A summary detailing the overall performance of the school and early learning childcare estate was attached as Appendix 1; condition ratings, recorded in priority order, were attached as Appendix 2; sufficiency ratings, recorded in priority order, were attached as Appendix 3; and suitability ratings, recorded in priority order, were attached as Appendix 4 to the report. It was noted that Paisley Grammar was categorised as condition level "C" and that a proposal was being developed to replace the existing school building.

It was proposed that in relation to the impact of future housing at St Andrew's Academy, a briefing session would be held with Elected Members to inform them of the discussions between Children's Services representatives and developers. This was agreed.

**DECIDED:**

(a) That the development of the proposal to address the condition and suitability challenges facing Paisley Grammar be approved;

(b) That the development of the proposals to undertake statutory consultations on catchment reviews affecting Kilbarchan and East Fulton Primary Schools and Inchinnan and Rashielea Primary Schools be approved;

(c) That the condition, sufficiency and suitability challenges and solutions identified within the report be noted;

(d) That the approach fostered to mitigate the impact of future housing development on Todholm Primary School and St Andrew's Academy be noted;

(e) That the development of the proposal to address the suitability challenges facing Thorn Primary School be noted and that it be further noted that a funding source to address the challenges yet to be identified; and

(f) That it be agreed that in relation to the impact of future housing at St Andrew's Academy, a briefing session would be held with Elected Members to inform them of the discussions between Children's Services representatives and developers.

#### **4 Renfrewshire Attainment Challenge - Mid-year Report**

There was submitted a report by the Director of Children's Services relative to progress on the Renfrewshire Attainment Challenge. Renfrewshire was one of the challenge authorities in 2016. The report provided information on the Council's progress in relation to the five main work-stream areas of data analysis; learning and teaching; families and communities; and leadership and care-experienced children and young people.

As part of the grant requirements, the Council was required to report to the Scottish Government on a quarterly basis and bi-annually detailing progress towards local and national outcomes and a copy of the mid-year return was appended to the report. The report included a selection of highlights from the mid-year report which had been submitted to Scottish Government.

**DECIDED:** That the report be noted.

#### **5 Progress Report on Introduction of Place2Be Counselling Services**

There was submitted a report by the Director of Children's Services relative to an update on the Place2Be counselling services.

The report advised that the Place2Be counselling service was introduced in August 2018 in five of Renfrewshire's most deprived primary schools and two secondary schools. The service took a whole school approach to improve the emotional wellbeing of children and young people and families and staff and was funded through Scottish Achievement Challenge and Pupil Equity Funding.

**DECIDED:** That the progress to date in implementing Place2Be counselling services in seven Renfrewshire schools be noted.

## **6 Review of Guidance on Admission to School**

Under reference to Item 13 of the Minute of the meeting of the Council held on 28 February 2019 there was submitted a report relating to the review of guidance on admission to school.

The report advised that changes to the current policy “Revised Guidance on Admission to School” in accordance with the Schools (Consultation) (Scotland) Act 2010 would require a full consultation exercise to be undertaken. The report outlined proposals to undertake the consultation and the timescale required.

### **DECIDED:**

- (a) That a pre-engagement exercise be taken forward to ascertain the views of service users; and
- (b) That it be agreed that following the pre-engagement exercise, a report on the proposals for a formal consultation be submitted to a future meeting of the Board.

## **7 Attainment of 2017/18 School Leavers**

Under reference to Item 6 of the Minute of the meeting of the Education and Children’s Services Policy Board held on 1 November 2018 there was submitted a report by the Director of Children’s Services regarding the attainment of school leavers 2017/18.

The report advised that the Scottish Government provided a performance evaluation tool (INSIGHT) which provided data and commentary on the performance of 2017/18 leavers in four key measures and made statistically valid comparisons between how young people performed against young people nationally who shared four similar characteristics. It was noted that the 2017/18 school leavers data demonstrated continued improvement in attainment in literacy and numeracy, particularly at SCQF level 5 and increases in the average total tariff of the highest 20% attainment group indicated that leavers in Renfrewshire were now performing as well as their peers nationally. It was recognised however, that there was scope for further improvement and work would continue through the quality improvement framework to support and challenge schools in Renfrewshire.

### **DECIDED:**

- (a) That the report be noted; and
- (b) That the efforts of Renfrewshire’s young people and the school communities in bringing about these results be noted.

## **8 Inspection of St. John Bosco Primary School and Nursery Class, Erskine**

There was submitted a report by the Director of Children’s Services relative to the inspection of St John Bosco Primary School and Nursery Class by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion. In the nursery class the focus was on leadership of change; learning, teaching and assessment; securing children's progress; and ensuring wellbeing, equality and inclusion.

The letter to parents, appended to the report, identified five key strengths and one area for further improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and service to support and develop the quality of educational provision.

**DECIDED:** That the key strengths and the areas for improvement in the Education Scotland report on St John Bosco Primary School and Nursery Class be noted.

## **9 Inspection of East Fulton Primary Class and Nursery Class, Linwood**

There was submitted a report by the Director of Children's Services relative to the inspection of East Fulton Primary School and Nursery Class, Paisley by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education, with the short model of assessment for the school focussing on two quality indicators: learning, teaching and assessment; and raising attainment and achievement. In the nursery class the focus was on learning, teaching and assessment and securing children's progress.

The letter to parents, appended to the report, identified three key strengths and one area for further improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and service to support and develop the quality of educational provision.

**DECIDED:** That the key strengths and the areas for improvement in the Education Scotland report on East Fulton Primary School and Nursery Class be noted.

## **10 Inspection of Riverbrae School and Nursery**

There was submitted a report by the Director of Children's Services relative to the inspection of Riverbrae School and Nursery Class by Education Scotland.

The report intimated that the purpose of the inspection was to evaluate the quality of education focussing on four quality indicators: leadership of change; learning, teaching and assessment; raising attainment and achievement; and ensuring wellbeing, equality and inclusion. In the nursery class the focus was on leadership of change; learning, teaching and assessment; securing children's progress; and ensuring wellbeing, equality and inclusion.

The letter to parents, appended to the report, identified two key strengths and four areas for further improvement. Children's Services would continue to monitor the improvement in the school and the inspection report would be used by the school and service to support and develop the quality of educational provision.

**DECIDED:** That the key strengths and the areas for improvement in the Education Scotland report on Riverbrae School and Nursery Class be noted.

## **11 Education Scotland Continuing Engagement Visit to Gallowhill Primary School**

There was submitted a report by the Director of Children's Services relative to the most recent visit by Education Scotland to Gallowhill Primary School in February 2019.

The report intimated that the purpose of the inspection was to evaluate the progress made with the recommendations for improvement set out in the November 2017 inspection report. The areas of focus were raising attainment; learning, teaching and assessment; and tracking of progress and the curriculum. A letter to parents, appended to the report, highlighted several positive improvements since the original improvement and some areas for consideration.

Education Scotland advised that as the school had made very good progress, there would be no requirement for further visits in connection with the inspection. Children's Services would prepare an action plan which would be shared with parents, indicating how the recommendations for further improvement in the report would be addressed.

**DECIDED:** That the good progress made since the original inspection and the improvements and areas for consideration identified by Education Scotland be noted.

## **12 Pupil Intake to Gryffe High School Session 2019/20**

There was submitted a report by the Director of Children's Services relative to a request to increase the intake of S1 to Gryffe High School for session 2019/20, for one year only.

The report proposed that the intake be set at 180 less 3 places reserved for children moving into the catchment during the school session. Currently, Gryffe High School accommodation allowed for the intake to be increased every 6 years to a maximum of 180. The proposed increase of intake in 2019/20 could not be repeated in 2020/21 nor in subsequent years without the need for an increase in accommodation and the significant financial expenditure associated with any such proposals.

**DECIDED:**

(a) That it be agreed to set the S1 intake for Gryffe High School for session 2019/20, at 180 with 3 places within this intake reserved for children moving into the catchment during the school session; and

(b) That it be noted that the S1 intake for Gryffe High School would be set cyclically at a maximum of 180 every 6 years from 2019/20 and the increased intake for S1 may be utilised in future years where required, only when there would be no need for an increase in accommodation and any significant financial expenditure associated with any such proposal.

### 13 Provost's School Exchange Fund

Under reference to Item 3 of the Minute of the meeting of the Council held on 28 February 2019, there was submitted a report relative to arrangements for the administration of the Provost's School Exchange Fund.

The report advised that at the meeting of the Council held on 28 February 2019, it was agreed to commit £30,000 of revenue resources to establish a Provost's School Exchange Fund that would be targeted at supporting schools and pupils to develop their relationships with peers across the international spectrum. The report proposed that high schools undertaking international exchange visits would be able to apply to the fund for a grant of up to £10,000 per trip. No school would be able to apply to the fund more than once in any financial year and applications would not be accepted from individual pupils. Trips that would be eligible for the fund would be to the Council's twin towns of Gladsaxe Kommune in Denmark and Fürth in Germany, but exchange trips to other locations would also be considered. The purpose of the trips was to expose students to new cultures, languages and international awareness. The benefits of such exchanges contributed towards acceptance and understanding of different cultural and community perspectives, language acquisition through practical immersion, and enhanced interest in global issues as well as a broader general knowledge.

**DECIDED:** That the arrangements for the Provost's School Exchange Fund as detailed within the report be approved and that it be delegated to the Head of Corporate Governance in consultation with the Provost to approve applications for payment from the Fund.

### 14 Invigilator Fees

There was submitted a report by the Director of Children's Services relative to invigilator fees.

The report advised that invigilators were used in secondary schools in order to supervise and organise the administration of examinations. The formal SQA examinations diet required each school to appoint a number of invigilators to undertake those duties. In addition, a chief invigilator was responsible for the organisation and supervision of all external assessments in accordance with SQA policy and procedures. It was noted that a number of schools also utilised invigilators for internal assessments during the school year.

The report confirmed that Renfrewshire Council would adopt the roles and remits for invigilators and chief invigilators in line with SQA procedures for both internal and external arrangements as set out in Appendix 1 to the report. The report proposed that the rates of pay for invigilators and chief invigilators would be in line with the agreed SQA invigilator fee structure. The figures for 2019 were attached as Appendix 2.

**DECIDED:** That it be agreed that the remit of invigilators and chief invigilators would be as set out in Appendix 1 and that the rates of pay would be as per SQA guidelines.

## **15 Children's Services Service Improvement Plan - Overview of Performance 2018/19**

There was submitted a report by the Director of Children's Services relative to an overview of progress to deliver the Children's Services' Service Improvement Plan during the period 1 April 2018 to 31 March 2019.

The report provided a summary of performance in Children's Services for the 2018/19 period with a detailed explanation on all relevant actions and performance indicators. An update on the progress made by the service during 2018/19 in terms of implementing the Service Improvement Plan, including an update on the Service's action plan and performance scorecard of indicators as at 31 March 2019 was appended to the report.

### **DECIDED:**

- (a) That the content of the report be noted;
- (b) That the progress that had been made on areas of service performance in 2018/19 which fell under the remit of this Policy Board be noted;
- (c) That the progress made on actions and performance in the action plan be noted; and
- (d) That it be noted that the outturn report had also been submitted to the Communities, Housing & Planning Policy Board in respect of activity falling within its remit.

## **16 Children's Services Annual Health and Safety Report 2018/19**

There was submitted a report by the Director of Children's Services relative to the annual health and safety report 2018/19 and action plan 2018/19.

The annual health and safety report was appended to the report and set out the arrangements for the management of health and safety within the service and demonstrated the service's commitment to continuous improvement in health and safety performance.

**DECIDED:** That the content of the Children's Services Annual Health and Safety Report 2018/19, appended to the report, be noted.