



## ***Education Policy Development and Scrutiny Panel***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

4 February 2020

A meeting of the **Education Policy Development and Scrutiny Panel** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Tuesday 11 February 2020** at **2:00pm**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence.
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business.
4. Confirm Draft Minute of Meeting of the Panel held on 17 December 2019 (herewith).
5. Schools Vocational Programme -
  - (a) Report by Head of Education (Learning, Policy and Resources (herewith)).
  - (b) Video Presentation.
6. Update Report on Implementation of School Counselling Services - report by Head of Education (Learning, Policy and Resources) (herewith).

DATA LABEL: Public

7. Leadership Development - report by Head of Education (Curriculum, Quality Improvement and Performance) (herewith).
8. Workplan (herewith).

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NOTE     **For further information please contact Lorraine McGrorty on 01506 281609 or e-mail [lorraine.mcgrorty@westlothian.gov.uk](mailto:lorraine.mcgrorty@westlothian.gov.uk)**

MINUTE of MEETING of the EDUCATION POLICY DEVELOPMENT AND SCRUTINY PANEL held within COUNCIL CHAMBERS, WEST LoTHIAN CIVIC CENTRE, on 17 DECEMBER 2019.

Present – Councillors David Dodds (Chair), Peter Heggie, Lawrence Fitzpatrick, John McGinty, and Andrew Miller; Elsie Aitken, Eric Lumsden and Myra MacPherson; and Jackie Galbraith, West Lothian College.

Apologies – Councillor Stuart Borrowman; Heather Hughes, Lynne McEwen and Margaret Russell

Absent – Councillor Tom Kerr

In Attendance –

Jock Kerr, Unison

Pippa Plevin, Joint Forum of West Lothian Community Councils

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTES

The Panel approved the minute of its meeting held on 22 October 2019 as a correct record. The minute was thereafter signed by the Chair.

3. UK HEADTEACHER OF THE YEAR (PRIMARY)

The Panel received an inspirational presentation from Lisamaria Purdie who had recently been awarded the Headteacher of the Year in a Primary School Award at the Pearson National Teaching Awards.

Lisamaria spoke of her eagerness and enthusiasm to become a teacher from the age of 4 and how that sense of purpose had helped her to succeed in a vocation she loved. She spoke of her teaching career in West Lothian and of her time as Headteacher at Holy Family and St. Ninian's primary schools. She gave an overview of her style of transformational leadership which had helped to inspire positive change and focussed on helping every member in her team.

She spoke of the vision and values which had been made possible due to the collective passion of the staff, pupils, parents and the wider school community. She believed that a collective culture was vital to success and that positive results followed. Lisamaria spoke of the benefits of parents being partners and provided an example of some of the joint initiatives at St. Ninian's Primary School.

Lisamaria concluded her presentation with an outline of how she planned

to use her year's secondment with the Education Quality Improvement Team to support others to become transformational leaders and to spread the joy of teaching.

The Panel then noted a report by the Head of Education (Curriculum, Quality Improvement and Performance) confirming that Lisamaria had been awarded UK Headteacher of the Year (Primary) 2019, the only Scottish recipient to receive an award at the UK wide Pearson National Teaching Awards in 2019.

It was recommended that the Panel notes the success of Lisamaria Purdie's national recognition for her role as Headteacher at St. Ninian's Primary School, Livingston.

#### Decision

- (a) To note the terms of the report and interesting presentation..
- (b) To congratulate Lisamaria on her deserved award as UK Headteacher of the Year in Primary 2019.

#### 4. FORTH VALLEY & WEST LOTHIAN REGIONAL IMPROVEMENT COLLABORATIVE

The Depute Chief Executive spoke of the recent publication of PISA results for Scotland and provided the Panel with a brief overview of the Curriculum for Excellence (CfE) results at stages P1, P4, P7 & S3 which had been published in December 2019. She advised that a report providing in-depth analysis of the PISA and CfE results would be presented to the Education Executive in January 2020.

The Panel then received an interesting presentation on the work of the Forth Valley & West Lothian Regional Improvement Collaborative which had been established to provide additionality and enhancement to support attainment and achievement strategies already in place in West Lothian. The presentation provided the Panel with an overview of the groups priorities for 2019-2022; information on its funding priorities; extensive information on the Numeracy and Mathematics Programme for 2019-20 which included a range of research-based professional learning opportunities that would build staff capacity to ensure all learners had access to meaningful learning experiences to enable them to progress their skills in numeracy and maths.

The Panel then considered a report by the Depute Chief Executive (which had been circulated) providing an update on the work of the Regional Improvement Collaborative, including West Lothian, Clackmannanshire, Falkirk and Stirling.

It was recommended that the Panel notes and considers the contents of the Forth Valley & West Lothian Regional Improvement Collaborative next phase plan (2019-2022).

#### Decision

To note the terms of the report.

5. COSLA AWARD - WHITBURN ACADEMY MENTAL HEALTH PROJECT

The Panel considered a report by the Head of Education (Curriculum, Quality Improvement and Performance) providing information on the Whitburn Academy mental health project which had recently been successful in the national COSLA awards.

The Panel received an emotive and inspirational video on Whitburn Academy's Be Herd mental health project. Heather Forbes, PEF Co-ordinator and Geography Teacher at the Academy was in attendance supported by Jack Logan, Levi Morrison and Bethany Allardyce, all students who were part of the Be Herd project.

The Be Herd group had been set up to raise awareness of mental health issues and to remove the associated stigma. The group promoted their message through the Whitburn Academy school mascot, an elephant called Ellis (who was also present at the meeting), who was used to represent the elephant in the room which no one wanted to talk about – mental health.

A Be Herd Concert had been held to encourage wider community involvement and attended by over 250 people ranging from 7-80 years in age. The concert was an innovative way of delivering messages of how mental health issues affect pupils and the importance of seeking early help. It featured personal stories of pupils and staff together with contributions from mental health charities. As a result of the concert, Neil Findlay MSP had raised the issue of mental health in the Scottish Parliament which had led to the group being invited to address MSPs in November 2019.

The group was now delivering its message to associated primary schools, other secondary schools in West Lothian and the Regional Improvement Collaborative.

It was recommended that the Panel notes the success of Whitburn Academy mental health project in the recent national COSLA Awards.

Ms Forbes and the pupils responded to questions raised by the Panel. They expanded on their plans to spread the news of their work across West Lothian and beyond.

On behalf of the Panel, the Chair extended sincere congratulations to all of the staff and pupils at the school involved with the extraordinary project. The Principal of West Lothian College invited the school to get in touch to explore ways in which the college could continue the fantastic work of the Be Herd project for pupils moving on from school to college.

Decision

To note the terms of the report.

6. 2019/20 FINANCIAL PERFORMANCE - MONTH 6 MONITORING REPORT

The Panel considered a report by the Head of Education (Curriculum, Quality Improvement and Performance) (copies of which had been circulated) providing an update on the financial performance of the Education portfolio.

It was recommended that the Panel:-

- A. Notes the financial performance of the Education portfolio as at month 6;
- B. Notes that the Education portfolio position as month 6 was part of the overall council budget position reported to Council Executive on 12 November 2019; and
- C. Notes any actions required to be taken by Head of Service and budget holders to manage spend within available resources.

In response to a question, the Head of Education (Learning, Policy and Resource) confirmed that work was underway within another service area to address the impact of the homeless housing allocation policy on the homeless transportation budget.

Decision

To note the terms which would be submitted to the Education Executive for consideration.

7. OUT OF SCHOOL CARE SURVEY RESULTS

The Panel considered a report by the Head of Education (Learning, Policy and Resources) (copies of which had been circulated) inviting the Panel to note the results of the consultation on out of school care across West Lothian and the Scottish Government's consultation on the Out of School Care in Scotland Draft Framework 2019 and proposed funding.

It was recommended that the Panel notes the results and the following proposals which would be submitted to the Education Executive for consideration:-

- i. To use the consultation results to inform discussion with local providers and partners including the voluntary and third sectors, in relation to opportunities to increase provision;
- ii. Share the consultation results with Social Policy in order to help information provision for children as defined "in need"; and
- iii. Note the Out of School Care in Scotland Draft Framework 2019 consultation.

Decision

To note the terms of the report which would be submitted to the Education Executive for consideration.

8. EARLY LEARNING AND CHILDCARE - EXPANSION PLAN UPDATE

The Panel considered a report by the Head of Education (Learning, Policy and Resources) (copies of which had been circulated) providing an update on the progress of the approved Early Learning and Childcare (ELC) Expansion Plan to deliver 1140 hours of free high quality ELC within West Lothian for August 2020.

It was recommended that the Panel notes the progress made to date and the following proposals which would be submitted to the Education Executive for consideration:-

- I. To appoint an additional 7 ELC Area Support Managers from January 2020 to support Head Teachers and settings outwith the school day and school session dates;
- II. To cease payment for nursery snack in council ELC settings from 6 January 2020; and
- III. To note the pilot of "Marvellous Meals" for Spring 2020 providing free school meals in 4 ELC settings.

Decision

To note the terms of the report which would be submitted to the Education Executive for consideration.

9. WORKPLAN

The Panel considered the workplan (copies of which had been circulated).

Decision

To note the workplan.







## **EDUCATION POLICY DEVELOPMENT AND SCRUTINY PANEL**

### **SCHOOLS VOCATIONAL PROGRAMME**

#### **REPORT BY HEAD OF EDUCATION (LEARNING, POLICY AND RESOURCES)**

##### **A. PURPOSE OF REPORT**

To inform the panel about the success of the Schools Vocational Programme Hard Landscaping Course at Stoneyburn Junior Football Club.

##### **B. RECOMMENDATION**

It is recommended that the panel note the progress made in supporting young people to gain skills and qualifications which will support them into a positive post school destination.

##### **C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	Percentage of school leavers entering a positive destination.
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	We are better educated and have access to increased and better quality learning and employment opportunities.
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	The Council's More Choices More Chances core budget along with funding from the European Social Fund and Scottish Government, Scottish Whiskey Action Fund, SRUC Oatridge and Stoneyburn and Bents Future Vision.
<b>VII</b>	<b>Consideration at PDSP</b>	11 February 2020

**D. TERMS OF REPORT**

This report outlines the success of the Schools Vocational Programme Hard Landscaping Course at Stoneyburn Junior Football Club. The students who attend the School Vocational Programme are young people who benefit from additional experience and skills prior to leaving school. The courses are offered to these students during their final 12 months of school.

The courses vary in their timing and duration with some running for one day through to 12 week courses and others running for the full academic year. Students self-travel to these courses, and are expected to catch up on any school work which they miss in their own time.

The courses are designed to help young people develop skills such as communication, working with others, problem solving and ICT. In addition they develop practical skills which help them to move on from school into training, or employment.

The Schools Vocational Programme as well as helping to deliver skills, confidence and experience which are invaluable for a young person leaving school also provides them with additional qualifications. These range from SQA qualifications, industry recognised qualifications to in-house certificates.

- D.1** The Stoneyburn and Bents Hard Landscaping Course has allowed just under 60 young people to gain skills and experience in Hard Landscaping, Ground Work and Gardening. This project has been a joint venture between Stoneyburn and Bents Future Vision, West Lothian Council CLD Youth Services and Oatridge College. The young people have been working at Stoneyburn Juniors Football Club to upgrade the grounds, access path, fences, stairs, terraces and stadium. The young people involved have gained a wide variety of skills and experience from painting, manual handling, laying slabs, mono-blocking, mixing, pouring and levelling concrete. The cohort of young people all come from the MCMC group of young people and as a result of the project gain invaluable employability skills and experience which will help them to progress into their future career areas. A celebration event was organised on Thursday 31st Oct 2019 with the project funders, Elected Members, Head of Service, invited guests and the young people.

The project has now concluded at Stoneyburn Juniors Football Club due to the funding ending.

As this project was so successful both West Lothian Council CLD Youth Services and SRUC Oatridge have agreed to continue the project jointly funded by both partners. The project will start in the spring of 2020 at Crofthead Farm in Livingston. Initial planning has taken place and the first task is to lay a path round the community Garden to allow access by the bike library and people with mobility issues.

## **E. CONCLUSION**

The Hard Landscaping Project at Stoneyburn Junior Football Club has given just under 60 young people the opportunity to gain skills and experience in Hard Landscaping, Ground Work and Gardening as well as additional qualifications. This was a very good example of partnership work with young people giving back to the local community.

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

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**James Cameron**  
**Head of Education (Learning, Policy and Resources)**

Date of meeting: 11 February 2020





## **EDUCATION POLICY DEVELOPMENT AND SCRUTINY PANEL**

### **UPDATE REPORT ON IMPLEMENTATION OF SCHOOL COUNSELLING SERVICES**

#### **REPORT BY HEAD OF EDUCATION (LEARNING, POLICY AND RESOURCES)**

#### **A. PURPOSE OF REPORT**

To update the committee on the progress of the implementation of school counselling services.

#### **B. RECOMMENDATION**

To note that the Scottish Government revenue funding for the 2019/2020 financial year has been allocated appropriately and that strategic plans are in place to ensure most effective use of the funding through until March 2023.

#### **C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	None
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	We are better educated and have access to increased and better quality learning and employment opportunities
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	Revenue funding from Scottish Government for delivering access to counsellors in schools.  £429,000 in 2019/20, increasing to £574,000 from 2020/21 on a recurring basis.

**VII Consideration at PDSP** 11 February 2020

**VIII Other consultations** None

**D. TERMS OF REPORT**

In September 2019, The Scottish Government announced a funding stream to support schools to provide access to counselling services for all children and young people for whom this service would be beneficial.

The aim of this intervention is to improve access to counselling services for those children and young people (aged 10 years and up) for whom this intervention will be helpful. For West Lothian, an amount of £429,000 was provided for this financial year. From March 2020 until March 2023, the West Lothian allocation of funding has been set at £574,000.

As part of the initial plans to make use of the funds for this financial year, schools have been assisted with funding existing school counselling services and support. All schools have also been provided with a one-off payment to assist in establishing an appropriate therapeutic environment within the school setting. This is in anticipation of the availability of counselling services across all schools in the new financial year.

In addition, an Educational Psychologist has been appointed to the existing Educational Psychology Service to support with the evaluation and embedding of school counselling within existing support frameworks in schools.

In line with guidance a School Counselling Service Co-Ordinator will be established to assist in the implementation of this initiative.

The deployment of this funding as a tool to support the positive mental health and wellbeing of children and young people will be welcomed by schools. Officers will be working in partnership with local providers to ensure that the services delivered provide an effective service which results in positive outcomes for our children and young people.

Officers will also be working to ensure that counselling services are delivered as part of the existing framework for supporting mental health as outlined in the Moving Forward in Learning: Health and Wellbeing project group.

Plans for the subsequent financial years include:

- 1) providing each secondary school with funding to procure 3 days access to counselling service directly with local providers.
- 2) development of a centrally procured counselling service to support primary schools to access this service for children and young people aged 10 years and up.
- 3) use of the Educational Psychologist and School Counselling Service Co-Ordinator post to ensure a robust quality assurance framework is established. The functions of these posts will also include ensuring that an equitable service is received across schools.

## **E. CONCLUSION**

Good progress has been made to date with the appropriate use of the Scottish Government fund to support existing counselling services and also to support schools in ensuring that there are therapeutic environments within school settings in which counselling can take place.

Plans are already in place to support the delivery of counselling services across all schools from the start of the new financial year in April 2020.

## **F. BACKGROUND REFERENCES**

Scottish Government media announcement:

<https://www.gov.scot/news/mental-health-in-schools/>

Appendices/Attachments: None

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**James Cameron, Head of Education (Learning Policy and Resources)**

Date of meeting: 11 February 2020







## **EDUCATION POLICY DEVELOPMENT AND SCRUTINY PANEL**

### **LEADERSHIP DEVELOPMENT**

#### **REPORT BY HEAD OF EDUCATION (CURRICULUM, QUALITY IMPROVEMENT AND PERFORMANCE)**

##### **A. PURPOSE OF REPORT**

To inform the Policy and Development Scrutiny Panel of the council's approaches to School Leadership Development and national requirements for the appointment of new head teachers from August 2020.

##### **B. RECOMMENDATION**

It is recommended that the panel notes:-

- i) The commitment to developing sustainable school leadership through a strategic model of local and national high quality professional learning.
- ii) From August 2020 the national requirement that any teacher appointed to their first permanent head teacher post must have been awarded the Standard for Headship.

##### **C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs; Being honest, open and accountable; Developing employees; Making best use of our resources; Working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Education (Scotland) Act 1980  The Head Teachers Education and Training Standards (Scotland) Regulations 2019
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	Overall evaluations of 'good' or better for the quality of leadership of change from external inspections/evaluations form part of the Quality Improvement Team and Schools performance scorecards
<b>V Relevance to Single Outcome Agreement</b>	Delivering positive outcomes and early interventions for early years

		Improving attainment
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	Agreed Revenue Budget
<b>VII</b>	<b>Consideration at PDSP</b>	Underway
<b>VIII</b>	<b>Other consultations</b>	Headteachers CLPL Steering Group LNCT

## **D. TERMS OF REPORT**

### **D1 Background**

*Into Headship* is Scotland's national programme for aspiring headteachers. On successful completion of the programme participants will be awarded the GTCS Standard for Headship, which will become mandatory for all new headteachers from August 2020. As part of national legislation to be implemented from August 2020, 'The Head Teachers Education and Training Standards (Scotland) Regulations 2019', any teacher appointed to their first permanent head teacher post without the required qualification will have 30 months in which to obtain this qualification.

A key factor is ensuring that aspiring headteachers are supported to develop and continue to build the necessary knowledge, skills and understanding required of senior leaders in leading dynamic school communities.

### **D2 Rationale**

Leaders in the widest sense understand that people are the drivers and enactors of change for improvement. As a priority, the Service's belief is in developing a sustainable culture where school leaders commit to and invest in professional learning and personal development. A commitment to nurturing middle leadership is creating a model where acting opportunities build essential knowledge and skills and are successfully developing future, substantive school leaders for West Lothian.

### **D3 Policy in Practice**

The core features and processes of leadership development within West Lothian Council guided by the General Teaching Council (GTCS) standards and the National Model of Professional Learning are:

- Engagement in the Education Scotland Professional Learning and Leadership (EDSPLL) Into Headship programme, in partnership with the University of Stirling
- GTCS accredited leadership development programmes in place
- Middle and Senior leadership learning programmes as part of professional learning
- Revised induction programme and policy for newly appointed and acting headteachers
- Headteacher support model for newly appointed and acting headteachers

These features and processes ensure that leadership development across West Lothian Council provides rich opportunities for aspiring and acting school leaders to develop and enhance their professional knowledge and practice, in order to progress

the quality of learning, teaching and assessment, and school improvement.

#### **D4 Policy in Practice exemplification**

The following table highlights the number of participants engaging in the Into Headship Programme (2015-20) and the percentage of participants now in further promoted posts.

<b>Cohort</b>		<b>Number of participants</b>	<b>% progressed to HT post</b>
1	2015/16	3	100%
2	2016/17	6	83%
3	2017/18	9	89%
4	2018/19	7	57%
5	2019/20	11	27%

In comparison with national progression of participants in the Standard of Headship progressing to a head teacher post from cohorts 1 to 3 (2015-2018), West Lothian has a success rate of 89% compared with 42% nationally.

#### **E. CONCLUSION**

West Lothian's priority for raising attainment and delivering positive outcomes for every learner is built upon ensuring the highest quality of school leadership. Head Teachers, working with others, establish, sustain and enhance a culture of learning and a positive ethos in collaboration with the whole school community to ensure that every learner achieves potential. Education Services strives to ensure an ongoing commitment to leadership development that successfully nurtures headteachers of the highest level. West Lothian Council's model builds upon the latest international and national guidance and commits to valuing professionalism and ensuring the ongoing school leadership provision.

#### **F. BACKGROUND REFERENCES**

The National Model for Professional Learning

<https://professionallearning.education.gov.scot/explore/the-national-model-of-professional-learning/>

General Teaching Council Scotland

<https://www.gtcs.org.uk/professional-standards/the-standards/headship.aspx>

West Lothian Headteacher Induction Policy

[https://www.westlothian.gov.uk/media/36293/Headteacher-Induction-Policy/pdf/Headteacher\\_Induction\\_Policy.pdf?m=637081309430130000](https://www.westlothian.gov.uk/media/36293/Headteacher-Induction-Policy/pdf/Headteacher_Induction_Policy.pdf?m=637081309430130000)

West Lothian Leadership Programme

<https://intranet.westlothian.gov.uk/article/9819/Leadership>

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**Donna McMaster, Head of Education (Curriculum, Quality Improvement & Performance)**

Date of meeting: 11 February 2020



## EDUCATION PDSP WORKPLAN 2019/20

Title	Purpose	Lead Officer	PDSP	Referral to Education Executive
Schools Vocational Programme <i>(with accompanying presentation)</i>	To inform the panel of the success of the Hard Landscaping Programme at Stoneyburn FC involving students from a number of schools	Stuart McKay	11/02/2020	
Developing School Leaders	To inform the panel of the Service's approach to developing and securing school leaders	Greg Welsh	11/02/2020	
Counselling Services in Schools	To inform the panel of counselling services in schools	Jennyfer McNiven	11/02/2020	
West Lothian Community Choices	To provide the panel with information on the development of West Lothian Community Choices	Catrina Hatch	31/03/2020	
School Leavers Destinations	To update the panel on school leavers destinations	Stuart McKay	31/03/2020	
Equality Policy	To update the Education Services Equality Policy to reflect legislative requirements, corporate policy and national best practice in Education	Andrew Sneddon	31/03/2020	19/05/2020
School Term Dates – 2021/22	To provide the panel with the school term dates for session 2021/22	Hannah Haywood	26/05/2020	23/06/2020
Education Services Management Plan Update (2020/21)	To update the panel on the reviewed and updated Management Plan for the Service covering 2020/21	James Cameron Donna McMaster	26/05/2020	