

MINUTE of MEETING of the EDUCATION EXECUTIVE of WEST LoTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LoTHIAN CIVIC CENTRE, on 24 MARCH 2015.

Present – Councillors Lawrence Fitzpatrick (Chair), David Dodds, Frank Anderson (substitute for Peter Johnston), Stuart Borrowman, Tony Boyle, Harry Cartmill, Tom Conn, Alexander Davidson, Jim Dixon (substitute for George Paul), Carl John, Dave King, Anne McMillan, John McGinty, Andrew Miller, Angela Moohan, Cathy Muldoon (substitute for Frank Toner) and Jim Walker; Appointed Representatives Eric Lumsden, John Hendrie and Lynne McEwen.

Apologies – Councillors Peter Johnston, Danny Logue, George Paul and Frank Toner; Appointed Representatives Elsie Aitken and Myra MacPherson.

Absent – Appointed Representative John MacKinnon.

1. DECLARATIONS OF INTEREST

Agenda Item 9 – Sportscotland Investment Agreement 2015-19

Lynne McEwen, Appointed Representative, declared a non-financial interest in that her daughter was employed as an Active Schools Coordinator with West Lothian Council.

2. MINUTE

The Education Executive approved the minute of its meeting held on 10 February 2015. The minute was then signed by the Chair.

3. TRAFFIC SAFETY IN AND AROUND SCHOOLS

The Education Executive considered a report (copies of which had been circulated) by the Head of Schools with Education Support providing details of the proposed changes to the Traffic Safety in Schools policy, a copy of which was attached as an appendix to the report.

The Customer and Performance Manager advised the Panel that the draft policy was intended to provide council staff and parents/carers with a clearer and more comprehensive statement of the Council's existing policy and practice. The draft policy set out arrangements for school crossing patrols, in line with existing policy and procedure, and the headteachers' responsibility for managing vehicle access to and from school grounds in order to minimise the risk of accidents and to maximise safety for pupils.

The policy was considered by the Education Policy Development and Scrutiny Panel at its meeting held on 17 March 2015 where it was recommended that the policy should include the option for headteachers to report issues relating to unsafe road use and parking to Police Scotland

and seek enforcement action where appropriate.

The Education Executive was asked to approve the revised Traffic Safety in Schools policy.

Decision

Approved the terms of the report.

4. TRANSPORT TO AND FROM SCHOOLS - MAINSTREAM

The Education Executive considered a report (copies of which had been circulated) by the Head of Schools with Education Support providing details of the proposed changes to the Transport To and From Schools – Mainstream policy, a copy of which was attached as an appendix to the report.

The Customer and Performance Manager advised the Panel that a review of the policy on supervision of the arrival and departure of transport to and from mainstream schools was agreed following an incident involving a primary school pupil and a school bus in May 2014. The opportunity was also taken during the review to increase clarity in the wording of the policy. The draft policy addressed the outcome of the review into the arrival and departure of school transport. The policy also provided parents/carers with a clearer and more comprehensive statement of the Council's existing policy and practice.

The Education Policy Development and Scrutiny Panel at its meeting held on 17 March 2014 considered the policy and recommended that further clarification be given on the expectation of supervision on the arrival of school transport as set out in paragraphs 3.4 and 3.5 of the Transport To and From Schools – Mainstream document.

The Education Executive was asked to approve the revised Transport To and From Schools – Mainstream policy.

Decision

Approved the terms of the report.

5. CONSULTATION ON DRAFT GUIDANCE FOR PARTS 4, 5 AND 18 OF THE CHILDREN AND YOUNG PEOPLE (SCOTLAND) ACT 2014

The Education Executive considered a joint report (copies of which had been circulated) by the Head of Education (Quality Assurance) and the Head of Social Policy providing details of the combined Social Policy and Education response to the Scottish Government consultation on the draft Statutory Guidance for Parts 4, 5 and 18 (Section 96) and related draft orders of the Children and Young People (Scotland) Act 2014.

The report explained that the Children and Young People (Scotland) Act 2014 was passed by the Scottish Parliament on 19 February 2014 and

received Royal Assent on 27 March 2014. By facilitating a shift in public services towards early intervention whenever a family, child or young person needed help, the legislation encouraged preventative measures rather than crises responses.

The ASN Manager advised that the West Lothian multi-agency GIRFEC Implementation Group continued to work to ensure that the legislative and organisation requirements of the Children and Young People (Scotland) Act 2014 would be in place to coincide with the implementation of the Act in Autumn 2016. The consultation related to the draft Statutory Guidance on Named Person (Part 4), Child's Plan (Part 5) and Assessment of Wellbeing (Part 18) of the Children and Young People (Scotland) Act 2014. It also related to the draft Orders on the Named Person and the Child's Plan. As a result of careful and ongoing planning the GIRFEC Implementation Group drafted a response to the Scottish Government consultation on draft statutory guidance, details of which was attached to the report. The response provided professional feedback on the questions posed by the Scottish Government and represented a combined West Lothian response.

It was noted that there would also be a number of public engagement events relating to this consultation which representatives from across professional groups within West Lothian would be attending to further contribute to the consultation process.

The Education Executive was asked to note the report and approve the response as the Council's submission to the Scottish Government's consultation process.

Decision

Approved the terms of the report.

6. WEST LOTHIAN COUNCIL EDUCATION SERVICES: ADDITIONAL SUPPORT NEEDS REVIEW 2014

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Quality Assurance) providing details of the response from the public consultation "West Lothian Council, Education Services, Additional Support Needs Review 2014".

The Head of Education (Quality Assurance) advised the Education Executive that a strategic review of existing ASN provision was undertaken to consider the most appropriate provision for pupils, to meet their needs and to ensure efficient deployment of resources, thereby ensuring optimal use of provision for the benefit of pupils and their families within West Lothian. Proposals were established as a result of the review and a formal public consultation on the proposals began on 16 October 2014 entitled 'West Lothian Council, Education Services, Additional Support needs Review 2014'. The consultation period lasted for 39 school days and concluded on 18 December 2014. The proposals which were the subject of the public consultation were outlined within the

report.

The consultation process received feedback from all stakeholders and statutory consultees across a variety of sources including public meetings, written submissions, staff, pupils and parent focus groups and feedback from other interested parties. The Schools (Consultation) (Scotland) Act 2010 also required Education Scotland to consider the educational aspects of a local authority's proposal(s).

In conclusion, the consultation process for the four proposals contained within the consultation document 'West Lothian Council, Education Services, Additional Support Needs Review 2014' was completed in line with statutory requirements. A report on the outcome of the consultation, which included the response from the Education Scotland report and all other written and oral representations were published in line with legislative requirements.

The Head of Education (Quality Assurance) then responded to questions from members confirming that the published document included further enhancement to the original consultation proposals as a result of feedback from Education Scotland and stakeholders. It was considered that the enhancements to the proposals would offer the delivery of the optimum educational environment and minimise disruption for pupils.

The Education Executive then recommended that an update report be submitted to its September or October 2015 meeting providing an update on the progress made.

The Education Executive was asked to:

1. Note the outcome of the consultation 'West Lothian Council, Education Services, Additional Support Needs Review 2014';
2. Approve implementation of the following proposals which were the subject of public consultation:
 - a) the proposal to establish Connolly School Campus, a new primary school for Additional Support Needs (ASN) located at Connolly House, Blackburn from August 2015 containing 4 primary special classes (for the provision of Social, Emotional and Behavioural Needs (SEBN) education across P1 to P7) under the management of the Principal of the West Lothian Behaviour Support Service;
 - b) the proposal to re-locate the existing 4 Social, Emotional and Behavioural Needs (SEBN) primary special classes (providing education across P1 to P7) from Ogilvie School Campus, Knightsridge, Livingston to Connolly School Campus, Blackburn; this relocation process from Ogilvie School Campus to Connolly School Campus to be completed by August 2015;
 - c) the proposal to establish 3 primary special classes at St Mary's Primary School, Polbeth (for the provision of primary education for children with Autism Spectrum Disorder (ASD) across P1 to P7) under the management of the Head Teacher of St Mary's Primary

School, Polbeth; 2 classes commencing from August 2015 and a third class commencing from August 2018; and

- d) the proposal to re-locate the existing P1 to P3 pupils from the Autism Spectrum Disorder (ASD) special classes at Ogilvie School Campus, Knightsridge, Livingston to St Mary's Primary School, Polbeth with effect from August 2015; the existing P4 to P6 pupils from the ASD classes at Ogilvie School Campus to complete their primary schooling within Ogilvie School Campus.
3. Agree to explore the additional enhancements to the proposals as suggested by Education Scotland, namely, to consider opportunities for shared experiences for the children of Connolly School Campus and Our Lady of Lourdes Primary School facilitated through collaborative planning between both Headteachers and in partnership with parents/carers;
 4. Approve the relocation of the two classes currently located in Polkemmet Primary School under interim arrangements agreed at the Education Executive in February 2014 to specialist provision at Pinewood School Campus and/or Ogilvie School Campus from August 2015, with transition planning taking place from 25 March 2015, and the decision on which of these provisions the individual pupils will be relocated to be taken in discussion with parent/carers or in response to parental placing requests;
 5. To instruct officers to consider the feasibility of breakfast club provision at both Pinewood and Ogilvie School campuses; and
 6. To instruct officers to consider the formal naming of the new school at Connolly House, and bring a report to a future meeting of the Education Executive.

Decision

- Approved the terms of the report; and
- Agreed that an update report be submitted to The Education Executive in September or October 2015 providing an update on the progress made.

7. SPORTSCOTLAND INVESTMENT AGREEMENT 2015-19

The Education Executive considered a report (copies of which had been circulated) by the Head of Education (Quality Assurance) providing details of the proposed investment with sportscotland for the period 2015-2019.

The report explained that sportscotland, the Scottish national agency for sport, provided partnership investment to West Lothian Council for a range of programmes across Education and Area Services during 2011-15, which terminated in March 2015. Details of the proposed Partnership Investment Agreement for a new investment structure for 2015-19 to

maintain and develop existing services were outlined within the report.

This investment demonstrated significant financial and social return with services working in partnership to achieve a variety of outcomes as detailed within the Education and Area Services Management plans, and contributed towards the key strategic aims of the council identified in the Corporate Plan and Single Outcome Agreement (SOA).

The Education Executive was asked to approve the Sportscotland Partnership Agreement 2015-19.

Decision

Approved the terms of the report.

8. TEACHER NUMBERS

The Education Executive considered a report (copies of which had been circulated) by the Depute Chief Executive providing details of proposals to allocate the additional teaching resource required to maintain teacher numbers and the pupil teacher ratio at 2014/15 levels in financial years 2015/16 to 2017/18.

The Depute Chief Executive advised the Panel that on 29 January 2015 West Lothian Council set its financial strategy for the three year period 2015/16 – 2017/18 following extensive public consultation. Education Services were confident that the budget provided sufficient resource to continue to raise attainment given the development of robust collaborative strategies and focussed school support. On 5 February 2015 the Deputy First Minister of Scotland wrote to the President of COSLA, with copies sent to all local authority leaders, setting out a revised offer and commitment with regard to teacher numbers. Further details of the net cost to the council of this commitment were outlined in the report. Based on the assumptions set out in the report, the council faced additional cost pressures over the next three years totalling £2.28million in relation to the teacher numbers commitment. It was estimated that the council would receive £382,000 from the £10million teachers funding and £160,000 funding for fully funded probationers, resulting in a net additional budget gap of £1.738million.

The Depute Chief Executive went on to advise the Education Executive that there would be challenges in securing sufficient numbers of teachers from a limited national pool and therefore a risk to the council receiving funding from the Scottish Government. It was critical and of urgent importance therefore, to secure permanent contracts for existing high quality probationers and temporary teaching staff in West Lothian.

The report advised that projections indicated that an additional 57 FTE teachers would be required to deliver the teacher number commitment over the period 2015/16 to 2017/18. It was proposed that this resource be used to enhance the nurture approach in the primary sector and targeted in secondary schools to narrow the attainment gap.

The Depute Chief Executive recommended that the Education Executive:

1. Note the staffing requirements over the next three years to deliver the teacher numbers commitment to maintain both teacher numbers and the teacher/pupil ratio at 2014/15 levels; and
2. Approve the proposed allocation arrangements detailed in the report.

Motion

To approve the terms of the report.

- Moved by the Chair and seconded by Councillor Dodds.

Amendment

The education executive fully supports the retention of teacher numbers in our schools and agrees to note the staffing requirements over the next three years to deliver the Teacher number commitment to maintain both teacher numbers and the teacher pupil ratio at 2014/15 levels.

The Education executive further agrees to report back on proposed allocation arrangements, detailing the impact on pupil teacher ratios on a school by school basis, ensuring in particular that those in areas of deprivation are not disadvantaged by the revised arrangements.

- Moved by Councillor Miller and seconded by Councillor Walker.

The Education Executive agreed that a roll call vote be taken, the result of which was as follows:-

<u>Motion</u>	<u>Amendment</u>	<u>Abstain</u>
Stuart Borrowman	Frank Anderson	John Hendrie
Tony Boyle	Carl John	
Harry Cartmill	Andrew Miller	
Tom Conn	Jim Walker	
Alexander Davidson		
Jim Dixon		
David Dodds		
Lawrence Fitzpatrick		
Dave King		
John McGinty		
Anne McMillan		

Angela Moohan

Cathy Muldoon

Eric Lumsden

Lynne McEwen

Decision

The motion was successful by 15 votes to 4 with 1 member abstaining.
The motion was agreed accordingly.

9. COUNCIL EXECUTIVE AND EDUCATION EXECUTIVE TIMETABLE
2015-2016

The Education Executive noted the timetable of meetings for 2015-2016
(copies of which had been circulated).

Decision

Noted the timetable of meetings for 2015-2016.