

**February 28th**

**George Hotel, Edinburgh**

1. **Present**

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| Tony Rafferty | Aberdeen City |
| Bob Jones | Aberdeenshire |
| John Lamont | Clackmannanshire |
| Mary O’Connor | Dundee City |
| Douglas Chappelle | East Dunbartonshire |
| Carol Snow | East Lothian |
| Joe McLachlan | East Renfrewshire |
| Tina Woolnough | Edinburgh |
| Margaret Leitch | Falkirk |
| Joanna Murphy (Vice Chair) | Glasgow |
| Richard Porter (Deputy) | Glasgow |
| Fergus Weir | Highland |
| Roslyn Oliver | Inverclyde |
| Eleanor Symmons | Moray |
| Billy Gibson | North Ayrshire |
| Barrie Sheppard | North Lanarkshire |
| Charlotte Harrison | Orkney |
| Jason O’Flynn | Perth and Kinross |
| Debbie Newlands | Renfrewshire |
| Fiona Nicholson | Shetland |
| Morag Leslie Smith 9Deputy) | South Ayrshire |
| Cheryl Burnett | South Lanarkshire |
| John Rice ( Co-opted) | South Lanarkshire |
| Julie Wild | Stirling |
| Iain Ellis (Chair) | West Dunbartonshire |
| Eric Lumsden | West Lothian |

**Apologies**

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| Jill Sloan | Dumfries and Galloway |
| David Fraser | East Ayrshire |
| Martyn Parsons | Scottish Borders |
| Laura Kerr | South Ayrshire |

**Vacancies**

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|  | Angus |
|  | Argyll and Bute |
|  | Comhairle nan Eilean Siar |
|  | Fife |
|  | Midlothian |

**Also in attendance**

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| Barbara Schuler | NPFS Policy Manager |
| Clair Halliday (Minutes) | NPFS Admin and Info Assistant |
| Phil Raines | Scottish Government |
| Hannah Keates | Scottish Government |
| Joan Mackay | Education Scotland |
| Mairi Thomson | Education Scotland |
| Rebecca Chad | Education Scotland |
| Colin Sutherland | Scottish Government |

2. **10:00 am Chair’s Welcome**:

2.1 Iain thanked everyone for coming and introduced two new NPFS representatives, Bob Jones (Aberdeenshire) and Fergus Weir (Highland). Brief round the table introductions followed.

1. **GIRFEC presentation**

3.1 Phillip Raines and Hannah Keates from the Scottish Government GIRFEC team spoke to the forum on the current GIRFEC developments and discussed how the team can engage with parents effectively.

**Action All reps** – To contact Local Authority with letter to be supplied by NPFS office to ask how they are currently informing parents about GIRFEC.

**4. Developing Scotland’s Young Workforce presentation**

4.1 Joan Mackay, Mairi Thomson and Rebecca Chad updated the forum on the current work of the Developing Scotland’s Young Workforce team and answered queries from the forum. In particular DSYW would like input in creation of career guidance standard.

**Action All Reps** – To send any local experiences around work experience

**Action All reps**– To send comments on what would be expected as a career guidance standard by March 13th

**5. Terry Shevlin, Education and Culture Committee Clerk**

5.1 Terry Shevlin explained the structure, main work and impact of the Education Committee to the forum and took questions from the floor.

**Action All Reps** – To ensure they have filled in the Committee’s current survey on attainment.

6. **Minutes and Matters Arising**

6.1 Previous minutes proposed by Mary O’Connor and seconded by Billy Gibson.

6.2 No matters arising.

**7. Chair’s Report**

7.1 Iain explained to the group that a large portion of the forum’s current workload is concerning the current Scottish Government work and Education Committee’s enquiry on raising attainment and closing the attainment gap. His feeling is that there is not a clear definition of attainment. NPFS will be holding a focus group on the 12th of March in Edinburgh, which will feed into the Committee’s call for evidence on parental involvement.

7.2 There will be a further focus group in East Renfrewshire on March 25th, the topic to be whether parents feel that CfE is fulfilling their original expectations. This will feed into the OECD report.

7.3 A focus group on how the Highers went is to be held in June, possibly in Glasgow, date to be confirmed. Another three to four will be held throughout the year and Iain would like reps to suggest topics.

7.4 Iain presented at the Education Scotland Secondary leadership events across the country, with Barrie Sheppard presenting at one of them in his absence.

7.5 The date for the annual conference has been set as Saturday November 14th. This year it will be an International conference and will be held in Strathclyde University. Possible speakers will be contacted this month. Iain would like for there to be satellite events in local authorities to make the event more accessible.

7.6 Budget cuts are still high on the NPFS agenda. Whilst several local authorities have cancelled proposed cuts to school hours, unfortunately Falkirk has not. Iain feels that NPFS must push for legislation surrounding school hours in some way.

7.7 Iain led a discussion on grass roots activity by NPFS.

**8. John Lamont, Digital Learning**

8.1 John requested that the forum all read his report and feedback on it. He updated the group on the current changes to Glow and how the forum may be involved in its development.

 **9. Discussion of Education Scotland Partnership Agreement**

9.1 Copies of the proposed draft partnership agreement between NPFS and Education Scotland were shared with the forum for comments.

**Action All Reps** – Any comments or suggested changes to be submitted to the office by close of 4th of March.

**10. Tony Rafferty, Aberdeen City Forum Work**

10.1 Tony shared with the group the new publications and designs which Aberdeen City Forum have developed.

**11. Education Committee Call for Evidence**

11.1 There is a deadline of March 20th for written evidence to the Education and Culture Committee on the topic of how parental involvement in education could affect the attainment gap. NPFS held a meeting on February 23rd with other organisations involved in parental involvement and it was agreed that those organisations will share key messages in draft form and try to submit common themes in the submissions.

11.2 Barbara will be in touch with the group for more ideas and direct evidence in due course.

11.3 Iain has been invited to give oral evidence.

12. **NPFS Representation**

12.1 There has been a suggestion that NPFS should have a college representative too. It was decided that the secondary sub group, which will now be led by John Lamont will encompass college issues.

12.2 The forum has had requests to include Gaelic representation. There is a current push to fill the Western Isles and Argyll and Bute vacancies, and it is hoped that it could be a Gaelic speaker who is recruited.

**13. Communications Proposal**

13.1 The group discussed a communications proposal, which has been received. As this was a long and complex discussion it was very difficult to draw a conclusion so Iain, Joanna and Barbara will draft up a summary of what they feel the majority opinion was and email this around for comments.

**Action Iain/ Joanna/ Barbara** – To draft up summary and circulate

**14. AOB**

14.1 Debbie would like feedback on assessment and volume of testing.

**Action Clair** – To send Focus group report and Reflections report

**Action All reps** – To send any other comments to Debbie

14.2 Admin and Information Assistant Clair is pregnant, maternity cover will be put in place.

**The next meeting will be June 6th Glasgow.**