

Short Life Working Group on Recording and Monitoring Incidents of Bullying in Schools

NOTE OF MEETING – 5 April 2018

St Andrews House, Edinburgh

In attendance:

NAME	ORGANISATION	NOTES
Ian Rivers	University of Strathclyde	Chair.
John Urquhart	Convention of Scottish Local Authorities (COSLA)	
Lorraine Glass	respectme	
Charlotte Harrison	National Parent Forum of Scotland (NPFS)	
John Edward	Scottish Council of Independent Schools (SCIS)	
Frank Thomson	Education Scotland Link Officer Network (South Lanarkshire)	
Sara McFarlane	Connect (formerly SPTC)	
Sonia Kordiak	EIS	
Martin Hayward	Equality and Human Rights Commission (EHRC)	
Maggie Nesbitt	Scottish Secondary Teachers Association (SSTA)	
Gordon Wardrope	Education Scotland Link Officer Network (Fife)	
Darren Waplington	NASUWT	
Maggie Fallon	Education Scotland	
Carolyn Wales	Scottish Government	Secretary

APOLOGIES

NAME	ORGANISATION	NOTES
Caroline Amos	Association of Directors of Education in Scotland (ADES)	
Gillean McCluskey	Scottish Council of the Deans of Education	
Carol Young	Coalition for Racial Equality and Rights (CRER)	
Bruce Adamson	Children and Young People's Commissioner Scotland	
Eileen Prior	Connect (formerly SPTC)	
Sophie Bridger	Stonewall Scotland	
Maria Plant	Education Scotland Link Officer Network (Edinburgh)	

Correspondence only

NAME	ORGANISATION	NOTES
Susan Hunter	YouthLink Scotland	
Jordan Daly	Time for inclusive Education (TIE)	
Andrea Mcleod	Police Scotland	

Action Summary:

Minutes from February 2018			
No.	ACTION	LEAD	DEADLINE/STATUS
AP01	CW to publish paperwork on the SG website	CW	Completed.
AP02	MF to contact Caroline Amos, ADES rep, to discuss support for the proposal at the SEEMiS governance group who need to agree prioritisation of this piece of work.	MF	Completed.
AP03	AW to confirm decision of Governance Group and send CW a note of the LA's using SEEMiS.	CW	Completed.
AP04	CW and MF to discuss initial work within LA on working time agreements with FT.	CW/MF	Completed.
AP05	CY to send in document on evaluation of interventions.	CY	Completed.
AP06	CW to redraft guidance and reissue to the Working Group.	CW	Completed. Redrafted guidance issued 19 March.

1. Welcome, introductions and apologies

1.1 IR welcomed members to the meeting.

1.2 IR confirmed that following agreement from group members, the minutes from previous meetings are now available on the Scottish Government website.

2. Note of meeting 27 February 2018

2.1 A number of amendments were suggested. The minutes will be updated and circulated for approval before being added to the website.

AP01 – CW to amend Feb minutes, reissue to group for approval and publish on SG website.

3. Actions from previous meeting

3.1 The Group noted actions 1 -6 had been cleared.

4. SEEMiS update and guidance

4.1 AW from SEEMiS was unable to attend today's meeting to provide an update. However, IR confirmed that the proposed changes had been submitted for consultation with the LA's through the SEEMiS Forum. IR confirmed that the full list of the group's proposed changes were also submitted. Following this, the Governance Group met on the 13 March to discuss

the proposals. IR informed the group that a telephone discussion had taken place between members of the SEEMiS Governance Group, MF and CW on the 15 March following the SEEMiS Governance Group meeting to discuss the proposed changes.

4.2 CW confirmed that during the telephone discussions with SEEMiS, the possibility for additional SEEMiS resources to be allocated to assist with implementing these changes quicker was discussed. SEEMiS agreed to consider this option and agreed to send in a proposal to cover this. CW had only just received this proposal from SEEMiS prior to this meeting which contained quite significant costs. CW was unable to share the detail of this proposal with the group at this time as this has still to be discussed with senior SG officials. An update would be provided to the group as soon as possible.

4.3 A discussion took place about any alternatives to SEEMiS that are available. CW clarified that officials from ES and SG had met with SEEMiS colleagues in September last year to discuss the process of making changes to the Bullying and Equalities module. As this is the most commonly used system by all schools then it was the most obvious system to be used. There is no other alternative national system available.

4.4 CW confirmed that if it was decided to accept the SEEMiS proposal which included additional costs, a contract would be issued with SEEMiS for the work to be undertaken.

4.5 The group agreed a number of changes to be made to the guidance. The guidance will be updated and circulated to the group. Following this, CW will send to APS shortly for conversion to PDF document which will reflect the colours/format of 'Respect for All: The National Approach to Anti-bullying for Scotland's Children and Young People'.

AP02 – CW to update guidance and reissue to group

4.6 Once the latest version of the guidance is available and issued to the group, GW offered to consult with colleagues within Fife local authority and draft some FAQ's to support the guidance. This would be available online, perhaps on the *respectme/ES* website and a link would be provided in the guidance.

5. Next steps/practical implications

5.1 MF confirmed that ADES have agreed to Chair the Operational Group and secretariat would be provided by SG. Representatives from local authorities will be asked to sit on this group; this could include Deputy HT's/Guidance staff and also representation from Trade Unions.

5.2 It was agreed that following the final recommendations being submitted to the Deputy First Minister, the Recording and Monitoring Group would continue to meet on a six monthly basis. The Operational Group would provide feedback to the main group.

5.3 A suggested list of draft Group Recommendations had been issued to the group prior to the meeting. This paper was discussed at the meeting and a number of amendments were agreed.

AP03 – CW to update and reissue recommendations to the group.

5.4 It was agreed that the evaluation would be discussed at the next meeting.

6. AOB

6.1 CW and MF updated the group of the recent training events on 'Respect for All' and 'Included, Engaged and Involved Part 2' which were delivered by SG and ES in partnership with *respectme* and LGBT Youth Scotland. Six training events took place across Scotland on a Regional Improvement Collaborative basis during Feb/March. All these events were very well attended and initial evaluations have been very positive.

6.2 The next meeting will take place on Wednesday 2 May from 9.30 – 1.30pm at Victoria Quay. An additional meeting may take place on the 30 May from 1-4pm at Optima House, Glasgow if required.

*Learning Directorate,
Scottish Government,
April 2018*