

**LGBTI INCLUSIVE EDUCATION WORKING GROUP  
NOTE OF MEETING 9 MAY 2017  
NEW REGISTER HOUSE, EDINBURGH**

**Attendees:**

Colin Crawford	Association of Directors of Education (Chair)
Laura Caven	Convention of Scottish Local Authorities
Mary Berrill	Education Scotland
Jenny Kemp	Educational Institute of Scotland
Martin Hayward	Equalities and Human Rights Commission
Cara Spence	LGBT Youth Scotland
Saddah Aziz	National Parent Forum Scotland
Charlotte Harrison	National Parent Forum Scotland
Katie Rafferty	respectme
Barbara Coupar	Scottish Catholic Education Service
Fiona Page	Scottish Government (SG)
Hazel Crawford	Scottish Government (SG)
Stuart Downes	Scottish Government (SG)
Colin Macfarlane	Stonewall Scotland
Jordan Daly	Time for Inclusive Education (TIE)
Liam Stevenson	Time for Inclusive Education (TIE)

**Action Summary**

No.	ACTION	LEAD	DEADLINE / STATUS
1.	Revised version of Terms of Reference to be circulated for approval through correspondence.	SG	Before the next meeting.
2.	Key TIE documents to be circulated to the Working Group.	TIE / SG	By mid June.
3.	The Deputy First Minister and Cabinet Secretary for Education and Skills to be asked to consider inviting the Scottish Trans Alliance to join the Group.	SG	Before the next meeting.
4.	Potential dates for meetings in June and July to be identified and proposed to members via a Doodle poll.	SG	By 19 May 2017.
5.	Clarification to be sought on whether Working Group can consider current draft of anti-bullying strategy.	SG	Before the next meeting.

**Note of Meeting**

**1. Welcome and introductions.**

- Apologies were noted from Jim Thewliss representing School Leaders Scotland and Terri Smith MSYP representing the Scottish Youth Parliament.
- The Group agreed the ground rules under which the group will work together.

## **2. Discussion on key working group principle: “to work together to improve the education experience of LGBTI young people”.**

- The Group agreed the working group principle and discussed Committee membership in respect of transgender and intersex communities’ interests and future working with teachers, families and parents.
- The Group expressed an interest in having the Scottish Trans Alliance join the group and it was agreed that this request would be referred to the Deputy First Minister and Cabinet Secretary for Education and Skills for his consideration.

## **3. Terms of Reference**

Paper LGBTIWG 2017001

- The Group discussed the draft Terms of Reference proposed for the group. A number of revisions were discussed and it was agreed that a revised version would be circulated around the Group for approval through correspondence.

## **4. Future meetings**

- The Group discussed a potential time frame for its work and agreed to meet monthly initially. It was agreed that potential dates for meetings in June and July should be proposed via a Doodle poll.
- Prior to the next meeting, TIE members agreed to circulate a number of key TIE documents to the Chair for wider circulation around the Group.

## **5. AoB**

- The Group expressed an interest in viewing the proposed text on prejudice bullying, and reporting and monitoring within the current draft of “Respect of All: The National Approach to Anti-Bullying for Scotland’s Children and Young People. It was agreed that this request would be referred to the Deputy First Minister and Cabinet Secretary for Education and Skills for his consideration.

Scottish Government  
May 2017

**LGBTI INCLUSIVE EDUCATION WORKING GROUP  
NOTE OF MEETING 20 JUNE 2017  
46 MORAY PLACE, EDINBURGH**

**Attendees:**

Colin Crawford	Association of Directors of Education (Chair)
Laura Caven	Convention of Scottish Local Authorities
Mary Berrill	Education Scotland
Jenny Kemp	Educational Institute of Scotland
Martin Hayward	Equalities and Human Rights Commission
Graeme Ross	LGBT Youth Scotland
Saddah Aziz	National Parent Forum Scotland
Charlotte Harrison	National Parent Forum Scotland
Katie Rafferty	respectme
Anthony Horan	Scottish Catholic Education Service
Fiona Page	Scottish Government (SG)
Stuart Downes	Scottish Government (SG)
James Morton	Scottish Trans Alliance
Colin Macfarlane	Stonewall Scotland
Jordan Daly	Time for Inclusive Education (TIE)
Liam Stevenson	Time for Inclusive Education (TIE)

**Action Summary**

<b>No.</b>	<b>ACTION</b>	<b>LEAD</b>	<b>DEADLINE / STATUS</b>
6.	Strategic Work Plan to be revised and proposed secondary indicators added before circulation to the Group to consider in advance.	SG	By the end of June 2017.
7.	Investigate use of GLOW meets to aid potential work of Sub Groups.	ES	Before the next meeting.
8.	Potential dates for meetings in late August and September to be identified and proposed to members via a Doodle poll.	SG	By 21 July 2017

**Note of Meeting**

**1. Welcome and introductions.**

The Chair welcomed everyone to the meeting.

**2. Note of meeting held on 9 May 2017.**

Paper LGBTIWG 2017002

The note of the previous meeting was **agreed**.

**3. Actions from previous meeting.**

Paper LGBTIWG 2017004

The TIE documents had been circulated prior to the meeting and hard copies of the teacher training resource were made available.

The Group were updated on their request to consider the current draft of the anti-bullying strategy. The final version was not yet ready to share with the Group, it would however be circulated once available and action 5 would remain ongoing until then.

#### **4. Finalised Terms of Reference.**

Paper LGBTIWG 2017001

There was concern noted that further changes had been made to the Terms of Reference over and above those agreed at the last meeting. The Group were reassured the agreed text had not been lost but amended for presentational purposes.

The Group, however, agreed to revert to the wording of the initial document with changes agreed at the meeting. In doing so, it was noted some members remained concerned about the risk of excluding other equality identities.

Once these changes and the updated membership list were included, the Group **agreed** to their Terms of Reference.

#### **5. Develop Strategic Work Plan.**

Paper LGBTIWG 2017003

The Group discussed and **agreed** the aim and primary drivers of their Strategic Work Plan. The document tabled at the meeting would be revised and proposed secondary indicators added before circulation to the Group to consider secondary drivers and examples of change in advance of the next meeting.

#### **6. Any Other Business.**

The Group initially discussed the potential structure of Sub Groups that would underpin their work.

Initial suggestions were the following Groups should be created working under a House of Lords model.

- Teachers;
- Best Practice (initially suggested as Scoping);
- Teacher Training; and,
- National Policy.

The Group initially discussed the membership of these Sub Groups and the type of work they would be looking to do. There were also discussions around where and how the Groups would meet with the GLOW meets online resource to be investigated as a potential option.

The formation and work of Sub Groups would be discussed further at the next meeting.

#### **7. Date of next meetings.**

The Group would be Doodle polled for dates for the next two meetings to be held towards the end of August and in September.

Learning Directorate  
Scottish Government  
June 2017

**LGBTI INCLUSIVE EDUCATION WORKING GROUP  
NOTE OF MEETING ON 18 AUGUST 2017  
APEX WATERLOO PLACE HOTEL, EDINBURGH**

**Attendees:**

Jenny Kemp	Educational Institute of Scotland
Martin Hayward	Equalities and Human Rights Commission
Cara Spence	LGBT Youth Scotland
Joanna Murphy	National Parent Forum Scotland
Katie Rafferty	respectme
Jim Thewliss	School Leaders Scotland
Fiona Page	Scottish Government (SG) (Chair)
Stuart Downes	Scottish Government (SG)
Jordan Daly	Time for Inclusive Education (TIE)
Liam Stevenson	Time for Inclusive Education (TIE)

**Action Summary:**

No.	ACTION	LEAD	DEADLINE/STATUS
9.	Note of previous meeting to be amended as discussed prior to finalisation.	SG.	By end August 2017.
10.	Add comments on from COSLA and Education Scotland on Strategic Work Plan to summary document.	SG.	By end August 2017.
11.	Language in final secondary indicator to be amended to match the rest of the document.	SG.	By end August 2017.
12.	Discuss inspections at a future meeting.	SG.	Timetable for discussion prior to next meeting.
13.	Reword the aim of the Strategic Work Plan to cover all children and young people, not just LGBTI.	SG.	By end August 2017.
14.	Split and reword the last bullet in the third secondary indicator.	SG.	By end August 2017.
15.	Notify any omissions or errors in LGBT Youth Scotland HBT bullying resource.	All.	By end October 2017.
16.	Send on thoughts on delivering an inclusive environment for LGBT Youth Scotland document.	All.	By end October 2017.
17.	Build a list of existing resources for teachers.	All.	By 15 November 2017
18.	Communications strategy advice for next meeting.	SG.	Timetable for discussion prior to next meeting.
19.	Produce summary of discussions with other relevant international Groups and agencies.	TIE.	By 15 November 2017

**Note of Meeting:**

**1. Welcome, introductions and apologies.**

The Chair welcomed everyone to the meeting.

**2. Note of meeting held on 20 June 2017**

Paper LGBTIWG 2017005

Subject to typographical amendments highlighted, the meeting note was **agreed**.

### **3. Actions from previous meeting**

Paper LGBTIWG 2017004

The actions from the previous meeting as set out in the paper were noted. Under action point 7 it was noted there were difficulties in those outwith educational settings accessing GLOW.

### **4. Finalisation of Strategic Work Plan**

Paper LGBTIWG 2017003

Paper LGBTIWG 2017006

The Group heard of recent development of the Strategic Work Plan. Further comments from COSLA and Education Scotland would be added to the summary document previously circulated.

The Group discussed the further comments received as well as the amendments made to the Strategic Work Plan since the previous meeting. A further version, taking account of comments and suggestions during the meeting, would be circulated in due course.

### **5. Teaching Resources: presentation by Cara Spence LGBT Youth Scotland and group discussion on draft new teaching resource.**

The Group heard of work being undertaken by LGBT Youth Scotland to provide a teaching resource to tackle homo/bi/trans phobic bullying. The Group were asked to send on any omissions or errors to LGBT Youth Scotland by 1 September 2017.

The Group also heard of work to provide a teaching resource to support trans young people.

### **6. Any other business.**

The Group noted that the Equalities and Human Rights Commission and Children and Young Peoples' Commissioner had written to the Deputy First Minister on recording and monitoring of bullying.

There were further discussions on topics for future meetings, initially the Group **agreed** to the following:

October 2017 meeting to cover resources and communications;  
November 2017 meeting to cover recording of bullying incidents; and,  
December 2017 meeting to cover inspections.

There was also further discussion on the formation of sub groups.

### **7. Date(s) of next meeting(s).**

The Group noted a Doodle poll would be issued with dates for future meetings in October, November, December and possibly January 2018. It was hopeful to secure dates on Mondays or Fridays to make use of an offer from COSLA of free meeting accommodation.

Learning Directorate  
Scottish Government  
August 2017

**LGBTI INCLUSIVE EDUCATION WORKING GROUP  
NOTE OF MEETING ON 24 OCTOBER 2017  
COMMITTEE ROOM, GLASGOW CITY CHAMBERS, GLASGOW**

**Attendees:**

Colin Crawford	Association of Directors of Education (Chair)
Barbara Coupar	Scottish Catholic Education Service
Cara Spence	LGBT Youth Scotland
Katie Rafferty	respectme
Joanna Murphy	National Parent Forum Scotland
Charlotte Harrison	National Parent Forum Scotland
Phil Alcock	Scottish Government (SG)
Carolyn Wales	Scottish Government (SG)
Jenny Kemp	Educational Institute of Scotland
Mary Berrill	Education Scotland (ES)
Jim Thewliss	School Leaders Scotland
Martin Hayward	Equalities and Human Rights Commission
Sophie Bridger	Stonewall Scotland
Jordan Daly	Time for Inclusive Education (TIE)
Liam Stevenson	Time for Inclusive Education (TIE)
Stuart Downes	Scottish Government (SG)

**Action Summary:**

<b>No.</b>	<b>ACTION</b>	<b>LEAD</b>	<b>DEADLINE/STATUS</b>
20.	Amend action point 16 to circulate document rather than seek thoughts.	SG.	By end October 2017.
21.	Circulate extracts of HGIOS4 distributed and discussed at meeting.	SG.	By end October 2017.
22.	Amend Strategic Work Plan to confirm blue text; and the red and green text amended as agreed.	SG.	By end October 2017.
23.	Share findings from Ofsted inspection with Group.	ES.	
24.	Suggest any further challenge questions for inspection toolkit.	All.	Before the next meeting.
25.	GLOW/Yammer demonstration for next meeting.	SG/ES.	Before the next meeting.
26.	Paper on reporting and monitoring of bullying incidents to inform discussions at next meeting.	SG.	Before the next meeting.
27.	Circulate presentation and handout on reporting and recording of bullying agenda item.	SG.	By end October 2017.
28.	Work strands, timescales and sub groups to be discussed at next meeting.	SG.	Before the next meeting.

**Note of meeting:**

**1. Welcome, introductions and apologies.**

The Chair welcomed everyone to the meeting.

The Chair reaffirmed the ground rules the Group signed up to in their first meeting.

## **2. Note of meeting held on 17 August 2017**

**LGBTIWG 2017007.**

Subject to amendment to action point 16 and the date of the meeting, the note was **agreed**.

## **3. Actions from previous meeting**

**LGBTIWG 2017004.**

The Group noted the following progress on actions.

- Action 7 has been cleared and would be discussed at agenda item 5;
- Action 9 has been cleared and the note of the June meeting is now up on the webpages;
- Action 10 has been cleared and summary is also up on the webpages; and,
- Actions 11, 13 and 14 have been cleared and a revised version of the Strategic Work Plan circulated for discussion at agenda item 4.

## **4. Finalisation of Strategic Work Plan**

**LGBTIWG 2017003.**

The Group heard Education Scotland remained committed to improving equalities outcomes. The high quality staff team of Inspectors understand the framework they work under and they evaluate outcomes using the Quality Indicators within HGIOS 4 (How Good is Our School 4). There is an opportunity for the Group to augment the toolkit, by proposing amendments and additions to the challenge questions which the inspection team utilise on inspection visits.

The Group also heard that Education Scotland would be joining Ofsted on an inspection shortly and that there was an equalities workshop for all Education Scotland staff due to be held in December. It was **agreed** to bring findings of the Ofsted inspection back to the Group in due course.

The Group discussed a suggested SG amendment to the work plan regarding recording and monitoring of bullying incidents. The Group agreed that the status quo needed to change and that any new approach required strong guidance and training. It was **agreed** that any new approach would require to be reviewed and evaluated to ensure it was helping children and young people. SG noted that some members of the group had concerns with a non-mandatory approach to recording and monitoring. It was **agreed** the Scottish Government would provide a paper for the Group ahead of a discussion at the next meeting where the Group can conclude its thoughts.

Further comments on specific items of the Plan would be submitted by Group members.

## **5. Use of GLOW and Yammer**

**LGBTIWG 2017010.**

It was **agreed** to seek a demonstration of GLOW and Yammer for a future meeting. It was also noted there were issues around access to these systems due to security clearance restrictions. There were other closed Group options available to the Group but GLOW usage was increasing among teachers.

## **6. Update on the draft refreshed anti-bullying strategy, *Respect for All: The National Approach to Anti-Bullying for Scotland's Children and Young People***

**LGBTIWG 2017008.**

**LGBTIWG 2017009.**



The SG presented to the Group on the refreshed national guidance for schools and local authorities.

**7. Any other business.**

It was **agreed** the Group would consider work strands and timescales at their next meeting, taking the teacher training work strands forward first.

**8. Date of next meeting.**

The next meeting is scheduled for 22 November 2017 in Edinburgh.

*Learning Directorate  
Scottish Government  
October 2017*

**LGBTI INCLUSIVE EDUCATION WORKING GROUP  
NOTE OF MEETING ON 22 NOVEMBER 2017  
VICTORIA QUAY, EDINBURGH**

**Attendees:**

Katie Rafferty	respectme (Chair)
Cara Spence	LGBT Youth Scotland
Pauline Lynch	Education Scotland
Phil Alcock	Scottish Government
Karen Grieve	Scottish Government
Charlotte Harrison	National Parent Forum Scotland
Barbara Coupar	Scottish Catholic Education Service
Sophie Bridger	Stonewall Scotland
Vic Valentine	Scottish Trans Alliance
Liam Stevenson	TIE Campaign
Jordan Daly	TIE Campaign
Stuart Downes	Scottish Government

**Action Summary:**

No.	ACTION	LEAD	DEADLINE/STATUS
29.	Circulate papers tabled at meeting.	SG.	By end November 2017.
30.	Standing agenda item on updating on progress of the Working Group on recording and monitoring of bullying.	SG.	Before the next meeting.
31.	Agree Group proposals for the Working Group on recording and monitoring of bullying by correspondence.	SG.	Before the next meeting.
32.	Publish agreed Strategic Work Plan on webpages.	SG.	By end November 2017.
33.	Draft remits for Sub/Advisory Groups: <ul style="list-style-type: none"> <li>• Teachers; and,</li> <li>• Current Practice.</li> </ul>	SG. TIE/LGBT YS	Before the next meeting.

**Note of meeting:**

**1. Welcome, introductions and apologies.**

The Chair welcomed everyone to the meeting.

**2. Note of meeting held on 24 October 2017**

**LGBTIWG 2017011.**

The note of the previous meeting was **agreed**.

**3. Actions from previous meeting**

**LGBTIWG 2017004.**

The Group noted actions 7, 16, 20 to 22, and 26 to 28 had been cleared. Action 15 had also been cleared with the final document now published.

**4. Recording and monitoring of bullying incidents**

**LGBTIWG 2017012.**

The Group discussed the approach outlined in the paper. While there was no objection to the proposals, the Group were clear that a consistent uniformed approach was required and

needed to be reviewed at an appropriate interval to ensure it was meeting the needs of children and young people.

It was **agreed** that progress of the Group to be convened to look at reporting and monitoring following publication of the new anti-bullying strategy would be a standing agenda item.

The Group also **agreed** to finalise their proposals by correspondence.

## **5. Finalise Strategic Work Plan**

**LGBTIWG 2017003.**

Subject to the inclusion of 'identities' at the end of IP17, the Strategic Work Plan was **agreed**.

### **a. Agree priorities for action.**

The Group discussed and **agreed** the structure of the sub groups that would underpin their work. A remit for the Teachers Group would be circulated prior to the next meeting.

## **6. Updates from Group members.**

The Group heard updates from members around the table.

## **7. Any other business.**

There were no items of any other business.

## **8. Date(s) of next meeting(s).**

The dates of the next meetings were agreed as:

- 14 December 2017, Glasgow;
- 25 January 2018, Edinburgh; and,
- 21 February 2018, Glasgow.

*Learning Directorate  
Scottish Government  
November 2017*