

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING ON 25 JANUARY 2018
SAUGHTON HOUSE, EDINBURGH**

Attendees:

Phil Alcock	Scottish Government (Chair)
Barbara Coupar	Scottish Catholic Education Service
Jenny Kemp	Education Institute for Scotland
Katie Rafferty	respectme
Mary Berrill	Education Scotland
Sophie Bridger	Stonewall Scotland
Cara Spence	LGBT Youth Scotland
Martin Hayward	Equalities and Human Right Commission
Liam Stevenson	TIE Campaign
Jordan Daly	TIE Campaign
Stuart Downes	Scottish Government

Action Summary

No.	ACTION	LEAD	DEADLINE/STATUS
34.	Share changes to SEEMiS.	SG.	
35.	Send comments on changes to SEEMiS.	All.	
36.	Share experiences of Ofsted inspection visit to Birmingham on 5 March 2018.	ES.	By April 2018 meeting.
37.	Circulate link to Larbert High School inspection report.	SG.	By end of January 2018.

Note of meeting:

1. Welcome, introductions and apologies.

The Chair welcomed everyone to the meeting.

2. Note of meeting held on 22 November 2017

LGBTIWG 2017013.

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

3. Actions from previous meeting

LGBTIWG 2017004.

The Group noted actions 7, 16, 20, 21, 22, 26, 27, 28, 29 and 32 had all been cleared.

4. Update on Recording and Monitoring Working Group.

The Group were updated on the first meeting of the Recording and Monitoring Working Group which took place in December 2017. Attendees were provided with an update on progress of the recording and monitoring groups work to propose a set of amendments to SEEMiS.

There were also discussions around incidents occurring outside school; the impacts on children and young people; as well as uniform and consistent use of SEEMiS. It was agreed that the set of changes proposed for SEEMiS would be circulated to the Group.

The Recording and Monitoring Working Group would next meet on 31 January 2018 and a further update would be provided at the next meeting in February 2018.

5. Strategic Work Plan

It was **agreed** any future e-mail correspondence should be collated by the Scottish Government and circulated around the Group on conclusion, to reduce the amount of unnecessary e-mail traffic.

1. Sub Groups: allocation of Improvement Proposals **LGBTIWG 2018001.**

The Group discussed and **agreed** adjustments to the structure of the Sub Groups as well as adjustments to the allocation of the Improvement Proposals.

The Scottish Government would lead on the coordination of the Teachers Advisory Panel, with LGBT Youth Scotland leading coordination of the Sub Group on Current Practice and TIE leading coordination of the Teacher Training Sub Group.

Concerns about the timescale for delivery, mindful of the work the Sub Groups may have to undertake, were allayed. The Group **agreed** the work to be undertaken would be done in time to ensure recommendations from the LGBTI Inclusive Education Working Group would be delivered to the Scottish Ministers in August 2018.

2. Sub Groups: agree membership **LGBTIWG 2018002.**

The Group discussed and **agreed** membership of each Sub Group.

3. Sub Groups: agree timescales.

The Group **agreed** the Sub Groups would aim to conclude their work by May 2018.

6. School Inspections: initial discussion **LGBTIWG 2018003.**

Following introductions on the papers submitted by TIE and Stonewall on inspections, the Group heard of the differences in approach between Ofsted and Education Scotland inspection practices. They also heard about the vast array of background briefing and information available to Inspectors in Scotland, through HGIOS4 and the Inspections Handbook. It was subsequently agreed that Stonewall, LGBT Youth and TIE would coordinate the creation of a learning module. The learning module would then be provided to Education Scotland in order to provide key learning for Inspectors on LGBTI issues within schools. It was agreed that a briefing note and frequently asked questions on the key areas would also be provided.

Extracts of an inspection report on Larbert High School were circulated and a link to the full report would be e-mailed to the Group. This report showcased the kind of information Inspectors could generate on how schools are tackling LGBTI issues.

Education Scotland agreed to share their experiences of joining Ofsted on an inspection in Birmingham on 5 March 2018.

7. Updates from Group members.

The Group heard the following:

- European Parliament event launching the LGBTQI Inclusive Education Index and Report;
- EIS National Committee survey on access to LGBT training;
- TIE training day on 24 March at Aberdeen University and forthcoming visit to a university in America;
- LGBT Youth Scotland Addressing Inclusion work and forthcoming conference;
- *respectme* roadshows on IEI and Respect for All; visit from Malta to learn more about anti-bullying service; 10 year celebration at Parliamentary reception on 7 March; and,
- Stonewall Scotland highlighted the implications for children and young people stemming from the Gender Recognition Act Review. Both Stonewall Scotland and LGBT Youth Scotland have been involved in campaigning on this.

8. Any other business.

There was no further business.

9. Date of next meeting.

The next meeting is scheduled for 21 February 2018 in Glasgow. A GLOW demonstration would be included in the agenda and any further items should be notified to the Scottish Government

*Learning Directorate
Scottish Government
January 2018*

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING ON 21 FEBRUARY 2018
GLASGOW**

Attendees:

Colin Crawford	ADES (Chair)
Phil Alcock	Scottish Government
Jenny Kemp	Education Institute for Scotland
Katie Rafferty	respectme
Mary Berrill	Education Scotland
Sophie Bridger	Stonewall Scotland
Cara Spence	LGBT Youth Scotland
Martin Hayward	Equalities and Human Right Commission
Liam Stevenson	TIE Campaign
Jordan Daly	TIE Campaign
Laura Meikle	Scottish Government
Joanna Murphy	NPFS
John Urquhart	COSLA
Fran Ranaldi	Education Scotland
Vic Valentine	Scottish Trans Alliance

Action Summary

No.	ACTION	LEAD	DEADLINE/STATUS
34.	Share changes to SEEMiS.	SG.	c/f from previous meeting
38.	Next meeting will consider existing Benchmarks and supporting legislation	All	
39.	Circulate details of IEI / RfA events to the group	SG.	

Note of meeting:

1. Welcome, introductions and apologies.

The Chair welcomed everyone to the meeting.

2. Note of meeting held on 25 January 2018

LGBTIWG 2018004.

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

3. Actions from previous meeting

LGBTIWG 2017004.

The Group noted actions 12, 25 and 37 had all been cleared.

4. Update on Recording and Monitoring Working Group.

The Group were updated on the second meeting of the Recording and Monitoring Working Group which took place in January 2018. It was outlined that further discussion on proposed

changes to SEEMiS took place, the proposed changes would need to be signed off by all 32 local authorities and the SEEMiS Governance Group.

There were also discussions around data protection in light of new EU regulations coming into force in May. It was clarified that this would not need to be recognised in the guidance to be issued, rather it will be a matter for individual local authorities. The Group had also agreed to postpone the engagements with parents / carers until later in the academic year. It was clarified that the engagements will be on the new approach in order to increase awareness and understanding. It was reported that the group do have concerns regarding timings of implementing the new system, especially in relation to teacher training. This will be discussed further at the next meeting of the Group.

It was agreed that the set of changes proposed for SEEMiS would be circulated to the Group.

The Recording and Monitoring Working Group would next meet on 27 February 2018 and a further update would be provided at the next meeting in March 2018.

5. Update on Sub Groups

Sub Groups had not been progressed since the last meeting.

6. National Context of curriculum and curricular guidance LGBTIWG 2018003.

The group discussed the current context for the curriculum and potential areas to target and potential barriers to delivery. In particular the discussion focused on what guidance and resources were available to teachers at present. It was reiterated that under Curriculum for Excellence teachers are given the framework to teach material that meets the needs of their pupils. It was agreed that material needs to be accessible and easier to access. Some members of the group voiced concerns on consistency of approach across schools. It was agreed that at the next meeting the group would explore in depth existing benchmarks and the supporting legislation.

7. GLOW demonstration

Education Scotland provided a presentation on GLOW and how it can be used to host specific LGBTI Education material. The group agreed that GLOW could be a useful tool to deliver the outputs from this group to teachers.

8. EIS member survey on teachers' and lecturers' access to LGBTI specific training / professional learning.

JK provided preliminary details on a current survey being undertaken by EIS with its members. The survey has asked members views on:

- Access to LGBTI training/professional learning
- Methods of training
- Timing of training
- Training providers
- Training content
- Accredited training
- Awareness of terminology

The results of the survey will be analysed by EIS and JK hopes to bring the results to the next meeting in March. The early findings indicate a significant deficit in LGBTI training provision for schools and colleges,

Following this update the group discussed the value of accredited courses and whether this affected uptake from the profession.

9. Updates from Group members.

The Group heard the following:

- LGBTI History month continues with purple Friday on 23 February;
- Stonewall Scotland highlighted the Gender Recognition Act Review is still under consultation and encouraged members to respond;
- TIE training day on 24 March at Aberdeen University and LGBT History Month theme of LGBT Icons;
- *respectme* roadshows on IEI and Respect for All commence on Friday 23 February and continue throughout March; The secretariat will circulate details of the events. and,
- Group discussed how the work of the group could be showcased in the future; secretariat will add to a future agenda.

10. Any other business.

There was no further business.

11. Date of next meeting.

The next meeting will be identified post 20 March, the Secretariat will issue a Doodle poll to members. Any further items should be notified to the Scottish Government

*Learning Directorate
Scottish Government
February 2018*

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING HELD ON 26 MARCH 2018 IN SAUGHTON HOUSE, EDINBURGH**

ATTENDEES:

Joan Mackenzie	National Parent Forum Scotland
Sophie Bridger	Stonewall Scotland
Phil Alcock	Scottish Government
Martin Hayward	Equalities and Human Rights Commission
Mary Berrill	Education Scotland (Chair)
Jenny Kemp	Educational Institute for Scotland
Laura Caven	COSLA
Jordan Daly	TIE Campaign
Liam Stevenson	TIE Campaign
Cara Spence	LGBT Youth Scotland

ACTIONS:

No.	ACTION	LEAD	DEADLINE/STATUS
40.	Findings of the recent EIS survey to be circulated.	EIS	When available.
41.	Paper on legislation to be updated as discussed.	SG	Before next meeting.
42.	Link to the benchmarks to be circulated.	SG	Before next meeting.

NOTE OF MEETING:

1. Welcome, introductions and apologies.

The Chair welcomed everyone to the meeting.

2. Note of meeting held on 21 February 2018.

The note of the previous meeting was **agreed**. The report into the findings of the recent EIS survey would be circulated as soon as it is available.

3. Actions from previous meetings.

The Group noted action 23 had been replaced by action 36. Action 38 had been cleared and was on the agenda for discussion.

4. Update on Recording and Monitoring Working Group.

The Group heard an update on the last meeting of the Recording and Monitoring Working Group including the bullying and equalities module. It was noted some of the wording on the reasons in the module were not the best and it was queried how changes to the wording can be recommended.

Further recommendations would be put to the Deputy First Minister. Evaluation would be done during the start of 2019 ahead of the start of 2019-20 school year in August 2019.

This item would remain on the agenda for future meetings.

5. Update on Sub Groups.

The Group were updated on progress of the Current Practice Sub Group. The Sub Group would gather examples for their next meeting.

6. Benchmarks and supporting legislation.

The draft paper circulated at the meeting would be updated ahead of the next meeting. It was agreed the paper would be updated to reflect discussions on the Head Teachers Charter and school leadership; the Equalities Act; existing legislation and guidance; specific duties for schools and teachers; and, the various components supporting Curriculum for Excellence.

Education Scotland would provide some wording to cover Rights work as well as Additional Support for Learning. Links to health and wellbeing benchmarks would be circulated and the author of the benchmarks could attend a future meeting of the Group. Views of educational lawyers were highlighted it was suggested Govan Law could be approached for advice.

7. Updates from Group members.

Education Scotland would circulate an extract of the Ofsted inspection they shadowed. The experiences would be worked into an inspection advice note and brief for inspectors.

LGBT Youth Scotland noted they would be meeting with SQA to discuss a course on LGBT identities. SG would also meet with SQA to discuss potential for exam questions on LGBT issues.

8. Any other business.

There was no further business.

9. Date of next meeting.

The date of the next meeting would be decided by Doodle poll.

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING HELD ON 7 JUNE 2018 IN VICTORIA QUAY, EDINBURGH**

ATTENDEES:

Phil Alcock (Chair)	Scottish Government
Martin Hayward	Equalities and Human Rights Commission
Laura Caven	Convention of Scottish Local Authorities
Fran Ranaldi	Education Scotland
Mary Berrill	Education Scotland
Becky Kaufmann	Scottish Trans Alliance
Liam Stevenson	TIE Campaign
Jordan Daly	TIE Campaign
Lesley Joyce	Scottish Qualification Authority
Laura Meikle	Scottish Government
Katie Ferguson	respectme
Graeme Lea-Ross	LGBT Youth Scotland
Stuart Downes	Scottish Government

ACTIONS:

No.	ACTION	LEAD	DEADLINE/STATUS
43.	Notify interest in Operational Support Group aiding new bullying module on SEEMiS to SG.	All.	By end June 2018.
44.	Consider issuing one page information letter to all teachers highlighting successes on LGBT teaching.	SG.	
45.	Route map on voluntary agreement proposal for COSLA/SG consideration to be drafted and circulated.	SG.	

NOTE OF MEETING:

1. Welcome, introductions and apologies.

The Chair welcomed everyone to the meeting.

2. Note of meeting held on 26 March 2018.

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

3. Actions from previous meetings.

Actions 36, 41 and 42 have been cleared.

4. Update on Recording and Monitoring Working Group.

The Group heard supplementary guidance had been published by the Short Life Working Group, a link would be circulated to the Group. The Scottish Government were working with SEEMiS on a revised module including changes to the recording of bullying on protected characteristics as well as looking ahead to Phase 2 and improvements to monitoring. A business intelligence tool producing monitoring reports would be in place by end September 2018.

POST MEETING NOTE: The guidance, as well as notes of meetings, from the Reporting and Monitoring Working Group are available at: <https://beta.gov.scot/groups/recording-and-monitoring-incidents-of-bullying-in-schools/>.

The Group heard most schools are already using the new module, with schools less familiar in using the system being supported by an Operational Support Group led by ADES. The Support Group would have their first meeting at the end of June 2018. Any interest in joining the Support Group should be intimated to the Scottish Government. The Support Group would evaluate the module after a year and local authorities would also feedback on their use of the module. It was also noted any adjustments to the system now would move and improve in the future under the next generation of the system, which is due by 2020.

5. Update on Sub Groups.

The Teacher Training Sub Group is progressing well and will consider Initial Teacher Education at the next meeting. The Sub Group have already agreed some recommendations.

The Group heard of work being done by SQA, who have sought input from LGBT organisations, to develop a qualification. This would involve putting together support materials covering 3 to 4 units for a professional development award. The Group considered this helpful but felt LGBTI issues could be further embedded into subjects which was more broader than what was currently proposed. It was suggested the Group's recommendations may help provide the necessary direction for SQA to develop the resources the Group were looking for.

The Group were made aware of the plan to revise the current Relationships, Sexual Health and Parenthood education guidance. The guidance would be revisited to take account of recommendations from this Group and the review of Personal and Social Education.

In the meantime it was considered beneficial for there to be a clear statement on LGBT teaching, possibly through a one page information letter to all teachers highlighting successes. A form of words would be considered and put to the COSLA Directors of Education meeting.

The Group also heard of the work done by a partnership of COSLA and Scottish Government to effect change at local authority level through agreements that become embedded in policy. There was potential for such a voluntary agreement to be put in place for LGBTI issues. A route map would be put together and the Group would be engaged on the principles of the agreement.

The Group heard the Current Practice Sub Group was progressing well.

6. Current legislation.

Discussions under agenda item 5 covered most of the discussion of this item.

7. SQA work on inclusivity.

Discussed under agenda item 5.

8. Any other business.

There was no further business.

9. Date(s) of next meeting(s).

The dates of the next meetings are:

- 4 July 2018, Atlantic Quay, Glasgow;
- 9 August 2018, Victoria Quay, Edinburgh; and,
- 29 August 2018, TBC.

*Learning Directorate
Scottish Government
June 2018 (Updated July 2018)*

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING HELD 4 JULY 2018 IN ATLANTIC QUAY, GLASGOW**

ATTENDEES:

Phil Alcock (Chair)	Scottish Government
Jordan Daly	TIE Campaign
Graeme Lea-Ross	LGBT Youth Scotland
Sophie Bridger	Stonewall Scotland
John Urquhart	COSLA
Jo Hughes	SCES
Laura Meikle	Scottish Government
Stuart Downes	Scottish Government

ACTIONS:

No.	ACTION	LEAD	DEADLINE/STATUS
46.	Clarify inspection action under AP24.	SG.	Before next meeting.
47.	Circulate recommendations from Teacher Training Working Group.	SG.	By end July 2018.

NOTE OF MEETING:

1. Welcome, introductions and apologies.

The Chair welcomed everyone to the meeting. Apologies had been received from:

- Colin Crawford;
- Mary Berrill;
- Martin Hayward;
- Katie Ferguson;
- Jim Thewliss;
- Barbara Coupar, who was represented by Jo Hughes;
- Laura Caven, who was represented by John Urquhart;
- Jenny Kemp; and,
- Cara Spence, who was represented by Graeme Lea-Ross.

2. Note of meeting held on 7 June 2018.

Under item 5 on work being done by SQA, it was clarified the work was not in conjunction with Stonewall Scotland, instead it was seeking input from the LGBT organisations. The note of meeting would be updated to reflect this. Once updated, the note was **agreed**.

3. Actions from previous meetings.

The Group considered the table of actions and whether any outstanding actions could be cleared. They **agreed** actions 17, 19, 30, 33 and 43 could be cleared.

Further clarity was requested on action 24. **POST MEETING NOTE:** Education Scotland are content to receive any suggestions for challenge questions for the inspection toolkit up to the submission of the Group's report to the Scottish Ministers.

4. Update on Teacher Training Sub Group.

The work of this Sub Group is now complete and concludes with nine recommendations, five on initial teacher education (ITE) and four on career-long professional learning (CLPL).

The Group then discussed that giving teachers confidence was key in supporting their development. There were some concerns noted on the sustainability of some of the recommendations and this would need addressed. Key measures should be considered and this Group would be the evaluating body to ensure those measures are robust enough.

The Group heard about a suggestion that a pilot could be held in 12 schools in diverse authorities in 2019 ahead of a roll out in 2020. However, it was noted time would be the greatest issue and it was suggested adding a commitment to school improvement plans to ensure teachers were given the necessary developmental time. For example, a module had been created and accredited by the GTCS on protected characteristics of how to remove any potential barriers to CLPL.

The recommendations from this Group would be circulated in due course, including to the Teacher Advisory Panel.

5. Update on Current Practice Sub Group.

The Current Practice Sub Group was still meeting but initial recommendations were considered by the Group. The Sub Group would meet again and a further iteration of the recommendations would be circulated in due course.

The Group heard of the resource being produced by SCES that would be ready for teachers to use when schools resume after the summer holidays.

6. COSLA/SG voluntary agreement route map.

The Group noted some of the recommendations discussed earlier would not be part of this process. Clarity around how the remaining recommendations could be delivered through this process was discussed. Any 'red lines' encountered through this joint process would be brought back to this Group for consideration. However it was hoped the detail of the joint discussions would mitigate any potential for any 'red lines' to be encountered.

The details of the joint discussions would be driven by the recommendations of this Group.

7. Any other business.

The Group discussed and considered a potential recommendation on updating the statutory RSHP (relationships, sexual health and parenthood) guidance for teachers. It was hoped work

on updating this guidance would commence early in 2019 with a public consultation launched as part of the finalisation of the updated guidance.

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

The dates of the next meetings were noted.

*Learning Directorate
Scottish Government
July 2018*

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING HELD ON 9 AUGUST 2018 IN VICTORIA QUAY, EDINBURGH**

ATTENDEES:

Phil Alcock (Chair)	Scottish Government
Rebecca Crowther	Scottish Trans Alliance
Jenny Kemp	EIS
Joanna Murphy	NPFS
Sophie Bridger	Stonewall Scotland
Katie Ferguson	respectme
Mary Berrill	Education Scotland
Cara Spence	LGBT Youth Scotland
Jordan Daly	TIE Campaign
Liam Stevenson	TIE Campaign
Laura Caven	COSLA (by teleconference)
Laura Meikle	Scottish Government
Trevor Owen	Scottish Government
Robert Eckhart	Scottish Government
Stuart Downes	Scottish Government

ACTIONS:

No.	ACTION	LEAD	DEADLINE/STATUS
48.	Circulate amended Sub Group and formalised Working Group recommendations for comment ahead of next meeting.	SG.	CLEARED.
49.	Ensure a view on amended recommendations is received from ADES.	SG.	CLEARED.

NOTE OF MEETING:

1. Welcome, introductions and apologies.

The Chair welcomed everyone to the meeting.

2. Note of meeting held on 4 July 2018.

It was noted wording on page two of the minutes relating to an outcomes based approach for RSHP education was being agreed prior to completion of the minutes.

3. Actions from previous meeting

Subject to action 44 becoming a recommendation and confirmation on action 24, the remaining action were clear.

a. Inspection questions

It was clarified suggestions on challenge questions for school inspectors are welcome at any stage. Action 24 would remain open until the conclusion of the Working Group.

4. Sub Group recommendations.

The Group discussed the recommendations coming from the Sub Groups and offered comments to refine them. In considering the recommendations put forward by the Teacher Training Sub Group on CLPL in particular, the Working Group noted setting the context was important and CLPL should be complementary to ITE. The focus should be on a long term solution that allows for buy-in from senior staff to free up time for staff training in LGBTI inclusive education. Discussions on ITE centred around ensuring the sustainability of a clear and confident student workforce with the skills and attributes to confidently deliver LGBTI inclusive education. Importance was attached to ensuring signposting to relevant resources but also to ensuring appropriate measurement and evaluation of the recommendations agreed by the Group.

The discussions on the Current Practice Sub Group recommendations centred around the importance of resources available to teachers as well as ensuring a pupil-centred approach.

The amended recommendations would be redistributed to the Group for comment. A view would be sought on the amended recommendations from ADES and EIS offered to link in with Primary school unions.

5. General recommendations

- a. RSHP outcomes**
- b. SQA**
- c. Benchmarks**

The Group discussed and formalised their general recommendations including the particular areas highlighted above. They reflected on discussions at previous meetings on particular areas highlighted over the course of their work and considered what the future landscape would look like as the recommendations were implemented.

6. Format and content of final report.

All the recommendations discussed during the meeting would be added to the draft report and circulated to the Group for comment.

7. Any other business.

There was no further business.

8. Date of final meeting.

The final meeting of the Working Group would be held on 29 August 2018.

*Learning Directorate
Scottish Government
August 2018*

**LGBTI INCLUSIVE EDUCATION WORKING GROUP
NOTE OF MEETING HELD ON 29 AUGUST 2018 IN VICTORIA QUAY, EDINBURGH**

ATTENDEES:

Phil Alcock (Chair)	Scottish Government
James Morton	Scottish Trans Alliance
Jenny Kemp	EIS
Sophie Bridger	Stonewall Scotland
Katie Ferguson	respect <i>me</i>
Mary Berrill	Education Scotland
Cara Spence	LGBT Youth Scotland
Jordan Daly	TIE Campaign
Barbara Coupar	SCES
Jo Hughes	SCES
Laura Caven	COSLA
Jim Thewliss	School Leaders Scotland
Martin Hayward	Equality and Human Rights Commission Scotland
Laura Meikle	Scottish Government
Robert Eckhart	Scottish Government
Stuart Downes	Scottish Government

ACTIONS:

No.	ACTION	LEAD	DEADLINE/STATUS
50.	Ask teacher advisory panel members if they wish to be named in the report.	SG	Cleared
51.	Feedback any comments from COSLA's Children and Young People Board meeting on 31 August.	COSLA	Cleared
52.	Include a paragraph on the Equality Act 2010 in the report.	Martin	Cleared

53.	Invite SQA to join the LGBTI Inclusive Education Implementation Group.	SG	Cleared
54.	A recommendation to add LGBTI Inclusive Education to CLPL future school leadership programmes will be included in the report.	SG	Cleared
55.	Circulate a redrafted recommendation on procedures for monitoring and recording bullying incidents for comments.	SG	Cleared
56.	Include a footnote in the report that reflects changes to sub-group membership during the course of the working group.	SG	Cleared
57.	Include a contextual paragraph on LGBTI inclusion in the report.	Jordan, Cara & Sophie	Cleared
58.	Circulate a further draft of the report for a final sense check before submission to Ministers.	SG	Cleared
59.	Press releases will be agreed in advance of a coordinated announcement. Timescales to be confirmed.	All/SG	Cleared

NOTE OF MEETING:**1. Welcome, introductions and apologies**

The Chair welcomed everyone to the meeting.

2. Note of meeting held on 9 August 2018

Rebecca Crowther's organisation was changed to Scottish Trans Alliance. Point 5.c was amended to read 'benchmarks'. The action for EIS to engage with primary teacher unions was removed. Following these changes, the note was agreed.

3. Clearance and finalisation of actions from previous meetings

Actions 48 and 49 were cleared. As agreed at the last meeting, action 24 will close at the conclusion of the working group.

4. Update on Teacher Advisory Panel

Positive and supportive comments on the group's recommendations have been received from the advisory panel. Clarification on the extent of the advisory panel's role will be included in the report. SG will ask advisory panel members if they wish to be named in the report.

5. Sign off report and recommendations

An updated version of the report, incorporating comments received from COSLA, LGBTI Youth Scotland, Education Scotland, ADES, Stonewall Scotland, SQA and amendments from Scottish Government was discussed. The following general points were made:

- Format of the report – to set out the background to the group and Introduction of the report more clearly;
- Clarity required throughout the document on variations of characteristics (VSC / Intersex);
- Include references to CfE / HGIOS 4 / Inspection / E's and O's;
- Group noted the engagement with crucial partners in relation to ITE and CLPL;
- Membership of the group should have organisations noted rather than named individuals.

A number of actions were agreed which are noted below:

- a. COSLA will consider the draft recommendations their Children and Young People Board on 7 September 2018. Any comments will be fed back to the group.
- b. A paragraph on the Equality Act (2010) will be included in the report.
- c. SQA will be invited to join the Implementation Group.
- d. A recommendation to add LGBTI Inclusive Education to CLPL for future school leadership programmes will be included in the report.
- e. SG will redraft recommendation 34 and share the revision with the group.
- f. A footnote should be included in the report that reflects changes to sub-group membership during the course of the working group.
- g. A contextual paragraph on the historical background of LGBTI inclusion will be included in the report.
- h. A further draft of the report will be circulated for a final sense check before it is submitted to Ministers.

6. Communications strategy

All members of the group will agree press releases in advance of a coordinated announcement. SG will advise on timescales.

7. Any other business

There was no further business.

8. Date of final meeting

This was the final meeting of the working group in its current form.

*Learning Directorate
Scottish Government
September 2018*