

Agenda

South Morningside Parent Council Meeting

Monday 2nd November 2015 at 6.45pm in Staff Room

(Papers)

- 6.45 Welcome, attendees and apologies
 - Review & Approval of Minutes of 8th June 2015 meeting (Secretary) (Page 3 - 9)
- 6.50 Review of matters arising & actions from last meeting (Secretary) (Page 10)
- 6.55 Report: Chair (paper submitted) (Page 11-12)
- 7.00 Report: Head Teacher (paper submitted) (Page 13)
- 7.10 Report: Treasurer (paper submitted) (Page 15 - 17)
- 7.15 Review of Funding Requests (paper submitted) (Page 18 - 19)
- 7.25 Votes held since the last meeting:
 - a) Response to Rising Rolls consultation
 - b) Playground contractor and spending plans
- 7.40 Standing Agenda items
 - a) Accommodation update
 - b) Clubs Group update (Craig Hilton)
 - c) Fundraising update
 - d) Morningside Community Council update (papers submitted Noelle O'Doherty) (Page 20)
 - e) Transport update
 - f) Communications update (notes submitted) (Olly Headey) (Page 21)
 - g) Situations vacant (Craig Hilton) (Page 22)
 - h) Playground update
- 8.00 Requested Items
 - a) Martin's Retirement Gift and Stairwell Goodbye (Susanna Waller)
 - b) Council Budget Meeting (6:30pm, Tuesday 24th November Craig Hilton) (Page 23 - 33)
 - c) National Improvement Framework (paper submitted Craig Hilton) (Page 34 - 35)
- 8:15 AOB
- 8.20 Close

Date of next meeting: Monday 7th December 2015

Supporting Papers

South Morningside Parent Council Meeting

Monday 2nd November 2015 at 6.45pm in Staff Room

1. Draft Minutes of the Parent Council meeting 8th June 2015 (Susanna Waller)
2. Matters Arising/Action log (Susanna Waller)
3. Chair Report (Craig Hilton)
4. Head Teacher Report (Elizabeth Grierson)
5. Treasurer Report (Chris Hebden)
6. Finance Report (Miriam Jackson)
7. Communications Update (Olly Headey)
8. MCC Playpark in Morningside Park
9. Budget Framework (Craig Hilton)
10. National Improvement Framework (Craig Hilton)
11. Situations Vacant (Craig Hilton)

SOUTH MORNINGSIDE PRIMARY SCHOOL

SOUTH MORNINGSIDE PARENT COUNCIL

Draft minutes of the SMPC meeting held on Monday 8th June 2015 at 6.45pm in the staff room.

Total Attendees: (23)

Parent Council Members (18)

Craig Hilton (Chair)	Ellie Trotter
Alison Dalrymple (Treasurer)	Alan Rehfish (Transport)
Susanna Waller (Secretary)	Priyanka Kulasegaram
Noelle O'Doherty (MCC Link)	Elizabeth Grierson *(Head Teacher)
Nikki McNair	Fiona Gilmour *
Jamie Bookless	Lauren Jack *
Eileen Maclean	Yvonne Moore*
Howard Kippax (Accommodation)	Pam Ferguson*
Marion Bourbouze	
Olly Headey (Comms)	

Parent council made up of 13 Parent Members plus 56* non-voting staff members

Guests (5)

Joanna Loxley (parent)	Joanna Pentland (parent)
Kirstin Beard (parent)	Colin MacRae (parent)
Chris Hebden (parent)	

Apologies (12) received in advance of the meeting

Miriam Jackson	Brian Sharp
Deborah Murphy	Cllr Sandy Howat
Lesley Macniven	Andy Maciver
Susan Morgan *(Acting Head)	Vanessa Charlton
Cllr Mark McInnes	Cllr Melanie Main
Sarah Caney	Morag Macdonald*

6.45 Welcome, attendees and apologies - Craig Hilton (Chair) and Susanna Waller (Secretary)

The Chair welcomed all attendees and confirmed the apologies that had been received prior to the meeting. The minutes of the meeting held on 11th May 2015 were approved. (8 in favour, 0 against and 1 abstention).

6.50 Review of matters arising & actions from the last meeting – Craig Hilton (Chair)

#07/14: Disposal of IT Equipment – Jonathan Mundy will continue to look into this and report back.

#02/15: Afterschool Club provision for the annexe – Priyanka Kulasegaram reported back on this issue. There is capacity for 50 children. The Deanbank afterschool club will have to submit a separate registration. Anita has all the paper work for this. The P1 and P2 children will be unable to use the breakfast/afterschool club until the week of 24th August. Priyanka was asked if they would be able to find alternative accommodation for those days, however Anita has said that staffing is main the issue so the clubs will be unable to run.

#12/15: Query lunchtime drinks at South Neighbourhood Group – Vanessa Charlton is still looking into it and will speak on this at next meeting.

#15/15: Holiday club cover 24-26th June for p1&p2 children – Priyanka Kulasegaram reported that Anita will be sending a parentmail to all P1 and P2's to offer childcare places for these additional days. Priority would be given to children already enrolled however there would still be places available.

6.55 Report: Chair (paper submitted by Craig Hilton).

- Craig summarized all the achievements of the PC over the last academic year and thanked everyone for their hard work. He also outlined areas to be addressed by the PC next term.

7.00 Report: Head Teacher (paper submitted by Elizabeth Grierson).

- Mrs Grierson wanted to thank everyone who helped out with the Summer Fair, especially Fiona Kippax. She also wanted to thank Brian and the volunteers who cleared out the Shed. Mrs Grierson reported back on a very successful and enjoyable sports day.

- The cap on P1 children has been raised to 99. There are currently 98 enrolled catchment children.

- The update on the exceptional closure days for all P1 and P2 children was confirmed in the May newsletter.

- The resources for the infant annexe and the capital spend budget have all now been approved. Communication from the council about resource allocation and the budget implications were very late. This has affected equipment ordering etc. The packing is now underway for the move to Deanbank. Two days of deputy head time and a percentage of time for running an office has been approved. However, the additional deputy head days are only for the first year. No business manager time has been allocated, which has concerned Margo O'Connor our Business Manager. Mrs Grierson said she might have to see if there is any money in the school budget to cover the necessary staff time.

- Mrs Grierson has asked for help from the council in identifying a safe route to Deanbank. She would like the Transport Group to help with communicating this to parents before the Summer holidays.

- Three members of staff: Mrs Gaffney, Mrs McLennan and Mrs Symon are retiring this summer. Interviews for teaching posts have been taking place.

- Joanna Loxley asked about the gender imbalances within some houses at class level, which can cause upset for individual pupils. Mrs Moore said they would address this issue and were intending to look at the balance between the houses.

- Priyanka Kulasegaram asked whether clubs would be allowed to operate from the Deanbank annexe. Mrs Grierson said that this should be possible after the annexe has fully settled in. However, there are issues such as access controls which will need to be addressed first.

The Improvement priorities for 2015-16

1) There will be a new initiative on Modern languages called 1+2. The aim is for all primary children to leave with two Languages one of which will be either French or German. Conversational language classes will be introduced from nursery to P7. There will be a phased cluster implementation over 3 years, leading to the aim of all P7 children being secure at level 2 French or German.

2) Mrs Grierson says that attainment in language and literacy is very high at South Morningside, but she wants to assess further what the school has added to improve the performance of the pupils in this area. She wants to increase the breadth of reading experiences and the genres used within the Language and Literacy programme as required by the Curriculum for Excellence.

3) The school will focus on improving attainment in maths and numeracy by creating a clear and progressive programme, looking at best learning and teaching practices and setting a minimum expectation for attainment in maths and numeracy.

4) MADD Mrs Grierson expressed her enthusiasm for next year's planned link between the expressive art of Sculpture and the literacy programme. All teachers are to attend a CPD day at Jupiter ArtLand and all P3-7 classes will visit Jupiter ArtLand where they will be introduced to sculpture linked to storytelling. The younger years will visit the modern art gallery to study sculpture and the work of Eduardo Paolozzi.

5) Promoting the whole school ethos will also continue to be addressed in 2015-16. Mrs Grierson said the school would continue to think creatively about how to promote this. The school was asked about how frequently the various sites will interact. Mrs Moore said that house events will be held every term and 2-3 times a term pupils from the different sites will be brought together. The Buddy programme will continue.

7.10 Report: Treasurer (paper submitted by Alison Dalrymple).

The surplus from the summer fair is expected to be around £7000.

7.15 Review of Funding Requests/Finance Group Update (paper submitted by Miriam Jackson and delivered by Alison Dalrymple)

1) Funding for 8 new storage crates for the shed at £50 and a good battery operated camping lamp will cost a further £50.

Vote: 12 in favour, 0 against and 1 abstention by treasurer.

2) On-going annual expenditure for 2015-16 £9,550.

Vote: 12 in favour, 0 against and 1 abstention by treasurer.

3) Two new sets of football goals £1,390

Vote: 12 in favour, 0 against and 1 abstention by treasurer.

4) Stage club have asked if they can have the £400 surplus raised from photographs and DVDs to cover expenses for next year, such as booking rehearsal space.

Vote: 12 in favour, 0 against and 1 abstention by treasurer.

5) The Girl's football club wanted to apply for funding, but Alison Dalrymple and Craig Hilton will clarify exactly what their funding request consists of. This matter is deferred. (#16/15)

7.25 Standing Agenda items:

a) Accommodation update (paper submitted by Howard Kippax) – The Deanbank Annexe appears to be on schedule for August. Howard Kippax will send a letter to the council regarding funding and resources for Deanbank. (#17/15) Mrs Grierson says the school is arguing for a senior management presence on site.

- The Children and Families Department are to start a consultation process between August and October about the overcrowding in schools in Edinburgh South. They are hoping to reach a decision by February 2016. The statutory consultation will involve South

Morningside, Bruntsfield, Gillespies and St Peter's Primary schools. The MCC will also have an important role. Any decision will affect the catchment for our school. A meeting of our PC Accommodation Group and the council took place on 5th June, but Anna Cuthbert was unable to attend tonight to report back. The PC will need to consider the options laid out in Howard's report and seek the views of the parent body. A letter will be sent out to the parent body to coincide with the start of the consultation period. (#18/15)

b) Clubs Group – A clubs co-ordinator is still needed. The next meeting of the clubs group is Wednesday 17th June 2015.

c) Fundraising – The summer fair was a great success. Howard Kippax pointed out that if the huts are not around next year we will have less space to use for fundraising and this could mean we make less money.

d) Morningside Community Council – Noelle O'Doherty reported that the Friends of Craighouse were currently raising money and wished to try and seek a judicial review of the Craighouse Development Project. Cllr Godzik attended the last MCC meeting and was asked about parking in relation to Deanbank. The council's position is that no provision will be made for drop off and pickups as they expect most parents to walk their children to school.

-Priyanka Kulasegaram reported there were regularly older children in the playground between 8:30pm – 11pm and she has had to call the police on a number of occasions. Mrs Grierson encouraged anyone aware of out of hours intrusions in the playground to call the police. The school has also spoken to the police about this. The council have refused to fund CCTV.

e) Transport (Interim Survey Results submitted by Alan Rehfish) – Alan reported that 138 responses had been obtained to the online Deanbank Travel Survey launched on 12th May 2015. This is a very good response rate and he summarised the key findings for the PC meeting. He reported that approximately two thirds of children would travel to Deanbank by foot, scooter or cycling, however up to 20% intended to drop off by car. There was strong parental support for a shuttle bus between Deanbank and the main school, however the council have said they would not fund this and the school reported that the previous shuttle bus service had created real issues with staffing and used too much school time. Alan will be back in contact with the council about the transport issues between the school sites and will report back to the PC.

f) Playground – no further update available

g) Communication – Olly Headey is slowly updating information on the PC website. He would like some more volunteers next year.

h) Situations Vacant (paper submitted by Craig Hilton) – A list of vacant roles was included in the meeting pack. The Fundraising Group also suggested a dedicated event to help both small businesses and the school. Local businesses will no longer be offered tables at our school fairs. This proposed small business event would need an organiser to take it forward.

7:30 Requested items –

a) Parent Mail - There was a request from Marion Bourbouze to try to limit the number of parentmail messages to one per family for whole school correspondence and keep the focus of parentmail on school issues. This would reduce the number of emails received by parents with more than one child and prevent duplication.

b) Paying People - Eileen Maclean wanted to discuss the concept of paying people to fulfil roles that the PC find hard to fill with volunteers. Mrs Grierson said she was in favour of trying to promote the school community and encourage participation and did not feel this was the right way to go. Marion Bourbouze also felt it would not work for fundraising roles. Craig Hilton will put the situations vacant on the website.

c) St Peter's Road Closure – Craig Hilton has written to the Chair of the St Peter's PC for their views on the road closures. He has not yet had a response. We will keep the dialogue open.

d) Tidying the shed – There was a huge tidy up on Friday 5th June. Many thanks to all those who helped.

8.15 AOB

8.20 Close

The meeting was closed by the Chair.

Date of next meeting – AGM TBC, September 2015

Supporting Papers Supplied in Meeting Pack

- 1) Draft Minutes of the Parent Council meeting held on 11th May 2015 (Susanna Waller)
- 2) Matters Arising/Action Log (Susanna Waller)
- 3) Report: Chair (Craig Hilton)
- 4) Report: Headteacher (Elizabeth Grierson)
- 5) Report: Treasurer (Alison Dalrymple)
- 6) Finance Sub-Group Report and Funding Requests (Miriam Jackson)
- 7) Accommodation Update (Howard Kippax)
- 8) Accommodation Email Correspondence (Craig Hilton)
- 9) Travel Survey Interim Results (Alan Rehfishch)
- 10) Situations Vacant (Craig Hilton)

**South Morningside Parent Council
Matters Arising/Action Log to be reviewed on June 8th 2015**

OPEN MATTERS

Reference	Date Raised	Issue/Action	Owner(s)	Status
#07/14	June 9th 2014	Disposal of IT equipment	Jonathan Mundy	Jonathan to continue researching
#12/15	January 19th 2015	Query lunchtime drinks at South Neighbourhood Group	Vanessa Charlton	awaiting information from VC
#16/15	June 8th 2015	Girls football funding	Craig Hilton/Alison Dairymple	looking into what funding request consists of
#17/15	June 8th 2015	Resources and funding allocation for Deanbank	Howard Kippax	writing letter to council
#18/15	June 8th 2015	Parentbody to consider Deanbank options	Howard Kippax	writing letter to parents @ time of consultation

CLOSED MATTERS

Reference	Date Raised	Issue/Action	Owner(s)	Last Status Before closure	Closed
#05/13	May 13th 2013	Parent Survey	Craig Hilton	Survey issued to full Parent Forum	May 13th 2013
#02/13	Jan 28th 2013	SMPC Email Addresses	Jonathan Mundy	Update provided in Nov 18th pack	Nov 18th 2013
#04/13	May 13th 2013	Clubs coordinator understudy	Roksan Hur	Kate Hillier agreed to take on role	Nov 18th 2013
#06/13	May 13th 2013	Input into Configuration of school day	Karen Richmond	Action agreed with Chair & becomes #01/14	Jan 27th 2014
#07/13	May 13th 2013	PVG Scheme	Graeme Drummond	Update planned for Jan 27th meeting	Jan 27th 2014
#08/13	May 13th 2013	Social Media Policy & moderation	Jonathan Mundy	Jonathan confirmed arrangements on Nov 18th	Nov 18th 2013
#09/13	Nov 18th 2013	Clubs access/security	Craig Hilton/Kerry Simpson	Update planned for Jan 27th meeting	Jan 27th 2014
#10/13	Nov 18th 2013	Polling Station Review	Craig Hilton	Discussed at Nov 18th meeting	Jan 27th 2014
#11/13	Nov 18th 2013	Recruitment training	Craig Hilton	Jamie Bookless volunteered 27/01 to attend training	May 3rd 2014
#01/14	Jan 27th 2014	Input into Configuration of school day	Craig Hilton	PC volunteers agreed	May 3rd 2014
#02/14	Jan 27th 2014	Setting up Clubs Group	Craig Hilton	Group set up to oversee activities	May 3rd 2014
#04/14	Jan 27th 2014	Clubs Management/PVG/Access	New Clubs group	Issues being addressed by new Group	May 3rd 2014
#03/14	Jan 27th 2014	Secretary vacancy	All PC members	Susanna Waller proposed and seconded at AGM	Oct 6th 2014
#05/14	June 9th 2014	Outside shed lighting	Craig Hilton	Cost for shed lights £18.76 approved	Oct 6th 2014
#08/14	a) October 6th 2014 b) October 6th 2014	Canvass parents' opinions on expenditure Any PC Parent mail to link to PC website	Volunteer required all PC members	closed- being actioned by Finance Group closed- being actioned by Comms Group	Nov 10th 2014 Nov 10th 2014
#06/14	June 9th 2014	Portable play equipment for the annex	Karen Richmond/Miriam Jackson	closed	Mar 2nd 2015
#01/15	January 19th 2015	Parents to email Craig re Deanbank concerns	Parents/Craig Hilton	2 responses received, discussed - action closed	Mar 2nd 2015
#02/15	January 19th 2015	Afterschool Club provision for Annex	Priyanka Kulasegaram/Mrs Gferson	update received - closed	8th June 2015
#03/15	January 19th 2015	Finance Survey results- on PC website & in newsletter	Oly Headley/Miriam Jackson	Sheri Wallace to take over website - action closed	Mar 2nd 2015
#04/15	January 19th 2015	Finance Survey proposals to Teaching Staff meeting	Teaching Staff	action closed	Mar 2nd 2015
#05/15	January 19th 2015	Sports Team T-shirts explore options and costs	Mrs Morgan/Craig Hilton	action closed	Mar 2nd 2015
#06/15	January 19th 2015	Sports Team T-shirts explore costs with Football Nation	Priyanka Kulasegaram	action closed	Mar 2nd 2015
#07/15	January 19th 2015	To issue more info re MIS Office 365 & check enabler	Oly Headley/Mrs Gferson	action closed	May 11th 2015
#08/15	January 19th 2015	Club co-ordinator emails to allow easier parent contact	Oly Headley	now set up - action closed	Mar 2nd 2015
#09/15	January 19th 2015	Permanent Club Policy/Document on PC website	Oly Headley	now set up - action closed	Mar 2nd 2015
#10/15	January 19th 2015	Info section re Accommodation and Transition on website	Oly Headley/School Staff	action closed	Mar 2nd 2015
#11/15	January 19th 2015	Treasurer and Fundraising Co-ordinator parentmail	Craig Hilton	covered in situations vacant - action closed	May 11th 2015
#13/15	January 19th 2015	ASO/BC Priority spaces for families with 3 site drop off	Priyanka Kulasegaram	priority to be given to 3 site families - action closed	Mar 2nd 2015
#14/15	March 2nd 2015	inform parents about alterations to term for p1&p2	Craig Hilton/Mrs Gferson	update provided in HT report - action closed	May 11th 2015
#15/15	March 2nd 2015	holiday club cover 24-26th june for p1&p2 children	Priyanka Kulasegaram	update received - closed	8th June 2015



Chair: Craig Hilton

Secretary: Susanna Waller

Treasurer: Chris Hebden

Chairman's Report – Nov 2015

A number of members left us at the AGM. Whilst they are unlikely to be reading this, I'd like to express the thanks of the Parent Council for all their efforts. A number of people had served their three terms and played leading roles in some of our subgroups.

I'm also pleased to report that ten new members joined us at the AGM and I look forward to working with them over the year. I am pleased to see that a number of our new members have children in the lower school and even the nursery - it is good to see the PC renewing itself this way and bringing in parents from all year groups.

I normally don't have much to add in this report, but it's been a hectic start to the year.

We have organised a discussion and vote for the PC response to the long term options for improved primary school accommodation in South Edinburgh. The level of engagement and discussion from the PC was great and I am pleased to say we reached a consensus. I tend not to single people out, but I'd like to acknowledge the efforts of Howard Kippax who worked late into the night (just before the deadline) writing our response, despite having stepped down from the Parent Council at the AGM.

Our response can be found at the end of this report.

Secondly, we have undertaken a vote on how to proceed with the Playground project. Inspired by Mrs Richmond's presentation at the AGM, there was a desire to proceed with plans for the project and a second vote was called before the meeting.

In my nearly three years as a chair, a vote between meetings has been a novelty. Two votes is unheard of, so I would like to thank everyone for their input, ideas and efforts.

Alongside this there has been the usual calls for volunteers to support the wine we provide at curriculum evenings.

But on a less positive note, I need to highlight the gaps we have in the Parent Council. We still don't have a clubs coordinator which is slowing things down. One parent is looking into the possibility of a new club and we aren't really in a position to support them.

Of more concern is the fact that we don't have anyone performing our PVG administration at this time. This is a key role in making sure that our children are kept safe whilst at clubs and unless we fill this gap soon, I think it may begin to constrain our ability to actually run clubs.

Apologies for ending on a downbeat note. I'm sure there will be plenty to celebrate in the year to come.

Craig Hilton

Chair, South Morningside Parent Council

South Edinburgh Primary Schools Accommodation Options - response by South Morningside Primary School Parent Council

The parent council strongly favours option 1C.

Why? – There are strong educational and social benefits from having a whole school on one site rather than the current split site configuration.

Mrs Greirson, Headmistress of South Morningside Primary outlined the key issues with a split site at the public meeting held at South Morningside School.

In addition, the Education Scotland website has details of consultations that also offered options of moving from split to single sites primary schools, including Broomhill Primary School in Glasgow and Madras College in Fife. In these documents the same common themes arise that positively support a move to a single site.

The parent council believes the Children and Families department should reconsider options for the Deanbank site. We believe the community deserves a full new purpose built school, rather than a range of options which are based upon reusing existing buildings. A new school must have a multi-decade lifespan and therefore should be established to meet the educational and practical requirements as best possible.

From an educational standpoint, Mrs Grierson was quite clear at the public consultation held at South Morningside that she did not think Deanbank House should be a part of the long term solution.

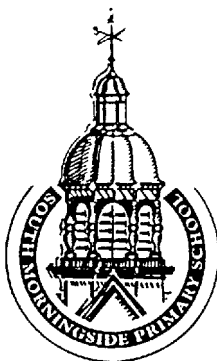
We believe Morningside Community Council's (MCC) suggestion of using Falcon Park together with Deanbank and Oakbank merits consideration. We also note that MCC would not object to the demolition of Deanbank House, and we also cannot see why this option should not be considered. Questions at the consultation and Section 2.23 of the report indicated that the option of demolishing Deanbank was discounted due to planning reasons and the lack of a "relative public benefit of the demolition". We believe that the provision of a fit for purpose school is a prime example of a public benefit.

The Children and Families Dept department has shown great ingenuity in finding a site for a new primary school in Edinburgh in a reasonable location. Even better, it is council owned land.

The historic choice of the council for a new school was the Astley Ainslie Site. If this had progressed, the council would have needed to pay a market price which would be far in excess of the current options. We recognise that demolishing Deanbank and building a single, purpose-built school will add to the overall cost of the project, but we highlight that it is likely to be cheaper than this previous favourite option.

We urge the council to reconsider the long term options for the Deanbank site and reappraise the option for providing a single, fit for purpose school building which will serve the community for the decades to come.

Submitted on 6th October 2015



Head teacher Report to Parent Council

2 Nov, 2015

Staff News

I will be retiring at the end of this term. My year of 'winding down' has helped me begin to make this transition. I would like to thank my wonderful staff team for their support.

We welcome Miss Burke to our permanent teaching staff. Miss Burke is replacing Mrs McDougal in P5C.

Parent Council Funding to Teachers

The systems for financial controls within schools have been revised and the PC should seek advice from our Business Manager, Margo O'Connor, on how to comply with new regulations re class teacher allocations.

Club Places

I have identified a number of children who do not take part in any club or out of school activity. Would the PC be able to identify where there would be places available from January and I will write to families and confirm uptake? Can we confirm that these would be funded places as in previous years?

Deanbank Update

Sadly no snagging was dealt with over the October break.

The building company apparently have one year to deal with snagging issues.

Playground at Deanbank

I met with Robbie Crocket and am awaiting confirmation of a budget allocation to develop one of the grass areas for play. Presently we're looking at all weather Astroturf and possibly a sand pit. Our ideas would need to be drawn up by an architect and put out to tender,

Bike and Scooter storage

I met with Mark Symonds of Sustainable Transport and he has shared a range of storage options. Once chosen, the area of concrete foundations will be extended and new storage racks installed.

Main School Playground Development Plans

We need to decide whether the PC or school is the client before proceeding.

If the PC were the client, then VAT would be incurred.

If the school is the client we would need to put our proposals out to tender and decide on best match and value for what we aim to achieve.

In either case funding would have to be in place in advance, meaning that an Action Plan for fund raising would need to be created.

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Treasurers Report – South Morningside Parent Council Meeting Monday, 2 November 2015

1. Surplus for the period

SOUTH MORNINGSIDES PRIMARY SCHOOL SMPC PERIOD FROM 1 JULY 2015 TO 31 OCTOBER 2015

	<u>Income</u>	<u>Expenditure</u>	<u>Profit/(loss)</u>
Cash bal at start of yr			
Bank	43,049.70		43,049.70
Accruals - ski and snowbaord	(6,017.60)		(6,017.60)
	37,032.10	-	37,032.10
Events			
Christmas Cards	-	-	-
Ceilidh	-	-	-
Halloween Party	273.00	-	273.00
Summer Fair	-	-	-
Winter Festival	-	-	-
SUB TOTAL EVENTS	273.00	-	273.00
Clubs *			
Guitar	934.80	-	934.80
Friday Night Football	1,881.00	900.00	981.00
Chess	1,624.00	416.36	1,207.64
Chanter & Drumming	2,840.00	2,750.00	90.00
French	-	-	-
Gym	1,710.00	-	1,710.00
Judo	1,288.00	-	1,288.00
Knitting	447.30	-	447.30
Recorder	-	-	-
Ski-ing	7,095.00	8.50	7,086.50
Stage	7,510.00	250.00	7,260.00
Snowboarding	-	-	-
Girls Football	-	492.72	(492.72)
Spanish	1,780.84	1,722.64	58.20
Clubs Doorperson	-	-	-
SUB TOTAL CLUBS	27,110.94	6,540.22	20,570.72
Sundry Income	96.77	-	96.77
Payments			
Shed -light & storage crates		100.85	(100.85)
Football goals		1,233.40	(1,233.40)
Latest and best Jotters		495.00	(495.00)
Library books		203.04	(203.04)
Web-site expenses		47.00	(47.00)
AGM refreshments		11.90	(11.90)
Fischy Music Workshops		1,488.00	(1,488.00)
Stage Club Hall rental		250.00	(250.00)
			-
SUB TOTAL PROJECT EXP	-	3,829.19	(3,829.19)
2014-2015 NET INCOME/(EXP)	27,480.71	10,369.41	17,111.30
CURRENT BANK BALANCE#	64,512.81	10,369.41	54,143.40

2. Available funds

<u>CURRENT BANK BALANCE#</u>	64,512.81	10,369.41	<u>54,143.40</u>
<u>Less floats 'fund' re fairs</u>			(3,000.00)
<u>Less clubs surplus*</u>			(20,570.72)
<u>AVAILABLE TO SPEND BEFORE COMMITTEED FUNDS</u>			<u>30,572.68</u>
Committed funds			(27,532.34)
<u>UNALLOCATED FUNDS</u>			<u>3,040.34</u>

- current bank balance net of remaining accruals for Snowboard tuition 14/15

* - note that any surplus as at 30 June becomes available for general use

3. Committed funds

Description	Approval date	Approved	YTD Spend	Released	Balance
Playground Improvements 2012	Summer Fair 2012	4,380.28	-	-	4,380.28
Playground Improvements 2014	Approved Jan 14	13,000.00	-	-	13,000.00
ICT (include projector bulbs)	Approved Jan 14	908.37	-	(908.37)	-
Arts and Crafts Supplies 2014/15	Approved Oct 14	687.00	-	(687.00)	-
Library Books 2014/15	Approved Oct 14	185.65	-	(185.65)	-
SMPC Website Annual Maintenance 2014/15	Approved Oct 14	88.00	-	(88.00)	-
Fischy Music Workshops	Approved 03/15	1,536.00	(1,488.00)	(48.00)	-
Maths bee-bot robots	Approved 03/15	600.00	-	-	600.00
Shed -light & storage crates	Approved 06/15	100.00	(100.85)	0.85	-
Football Goals for P3-P7 Football	Approved 06/15	1,390.00	(1,233.40)	(156.60)	-
Science Week 2015/16	Approved 06/15	3,000.00	-	-	3,000.00
Teacher's Allocation	Approved 06/15	2,500.00	-	232.00	2,732.00
Library Books 2015/16	Approved 06/15	1,000.00	(203.04)	-	796.96
Drama Workshops	Approved 06/15	1,000.00	-	-	1,000.00
Arts and Crafts Supplies 2015/16	Approved 06/15	750.00	-	-	750.00
Scottish Opera	Approved 06/15	350.00	-	-	350.00
P3 Football Set up	Approved 06/15	250.00	-	-	250.00
Parentmail	Approved 06/15	300.00	-	-	300.00
SMPC Website Annual Maintenance 2015/16	Approved 06/15	150.00	(47.00)	(68.00)	35.00
AGM & Intro to parents Evening	Approved 06/15	200.00	(11.90)	-	188.10
Stage Club hall hire fees 2015/16	Approved 06/15	400.00	(250.00)	-	150.00
Latest & best Jotters	Approved 06/15	500.00	(495.00)	(5.00)	-
		33,275.30	(3,829.19)	(1,913.77)	<u>27,532.34</u>

Recurring funds committed in Oct 2014 not spent in 2014/15 have been released. The Teachers allocation has been increased based on actual school and nursery roll @ £4 per pupil.

4. Amendments to Cheque Signatories

There are four cheque signatories on the SMPC Bank account; the three office bearers plus an additional member as agreed and minuted by the Parent Council. Following changes in the Parent Council post the AGM, a new signatory is required and it is proposed that Brian Sharp be approved as this additional signatory.

5. Proposal to change SMPC Treasurer's bank account

The current Treasurer's Bank account is not registered for internet banking. Receipts are mostly cash or cheque, all payments are settled by cheque and statements received monthly.

The account is currently with RBS and while it is possible to register for internet banking to view accounts online, the RBS functionality to authorise payments only allows for single authorisation, not the two person authorisation required under the SMPC constitution.

Having reviewed alternate account options available with other banks (TSB, Santander and Bank of Scotland), only Bank of Scotland offer a Treasurer's account with the ability to enforce controls requiring two-person authorisation of payments. Consistent with the current RBS account, the Bank of Scotland would apply no charges for the banking services used by the SMPC.

With approval of the Parent Council it is therefore proposed to move the SMPC account to Bank of Scotland and register for internet banking. Allowing on-line, two-person authorisation will greatly improve the process for re-imbusement of expenses. Consultations with those running clubs will be undertaken to determine whether on-line payment of club costs by parents would be possible. If approved, the four current cheque signatories will become the four authorisers.

Should the change be approved, the SMPC constitution will also require slight amended to modify the current wording from "money shall be drawn from the account on the **signature** of any two officers or other individuals" to "money shall be drawn from the account on the **authorisation** of any two officers or other individuals". It is proposed that this change in the constitution would be formally considered at the next AGM.

Finance Group Report to 2 November 2015 SMPC

1. Requests requiring approval

None received.

Requests requiring more information

None.

2. Fundraising Finances committed to date

The fundraising finances committed to 2 November are as follows:

Accounts at the start of the year show cash available of	30,572
Less committed funds up to 2014/15 and earlier:	-18,032
Total:	12,540
Less approved recurring expenditure for 2015/16:	
Science Week	-3,000
Teacher's Allocation	-2,500
Library Books	-1,000
Drama Workshops	-1,000
Arts and Crafts Supplies	-750
Scottish Opera	-350
P3 Football Set up	-250
Parentmail	-300
SMPC Website Annual Maintenance	-150
AGM & Intro to P1 parents Evening	-200
Total recurring expenditure for 2015/16:	-9,500
This leaves available funds for 15/16 of	3,040
2015/16 Fundraising Income Estimate (based on average income over past 3 years)	16,500
This leaves uncommitted funds for 2015/16 of	19,540*

* Note: £19,540 includes £9.5K of annual recurring for 16/17 (not approved yet).

As in previous years we have planned a number of fund raising events that we hope will raise £16,500. We expect the clubs to run at breakeven and should expect all costs already approved to be spent. If fund raising continues at current levels this should leave us with about £19,540 to spend this year – assuming £9.5K to be ring-fenced for the annual recurring spends for 16/17 session, then there is c. £10K for new funding requests in 15/16.

3. Finance sub-group Survey

With funds now more constrained than in the past, the PC agreed we should survey the wider parent group. This would give us a mandate for agreeing future budgets & spends. The Finance sub-group survey was issued to the wider parent group in October 2015, with c. 269 responses.

The Survey Results (by most popular) are:

1. Playground enhancements
2. Sports workshops and equipment
3. Drama & Music Workshops (eg Scots focus, storytelling, drumming, etc)
4. ICT (Projectors & iPads)

Survey Notes:

- Providing the opportunity for the children to try different musical instruments and provision of musical skills taster sessions was suggested in a number of the “Other” responses.
- Provision of Science workshops, visiting experts & equipment was raised in a number of responses and this is already covered by the annual recurring funds provide for the School Science week. There were also a number of suggestions about seeking opportunities to fuse Science workshops with the Arts (i.e. telling a story about space or great scientists through music/dance or drama).
- Learning more about computer skills, particularly coding and touch-typing skills, was suggested in several of the responses.
- Some playground enhancements were suggested for the Comiston Road site: provision of a quiet space for children who find play time difficult, provision of higher fencing/netting for the sport’s area & provision of some green space.
- Other examples of Drama & Music suggested in the “Other” section of the survey include “Imagine” Children’s theatre/dance festival from 28/5/16 – 5/6/16.
- A number of responses stated that parents did not want all the fund-raising income spent on playground improvements at the expense of the other activities that parent council funds to enhance the educational experiences for the children.

Two areas of concern raised in the survey were:

- Deanbank playground needs more scooter and bike parking and the playground does not appear to be finished yet &
- Not enough books for reading groups in some classes.

These are included here to flag to the school management team/council for resolution.

The survey demonstrates where parents want the surplus funds to be spent this year, as per the results above. The PC will vote on other items of expenditure at future meetings so if there are particular requests that you think should be considered please complete the form on the [SMPC website](http://sm-pc.org) (<http://sm-pc.org>) and email it to the Finance Group at finance@sm-pc.org.

4. Sub-group members

Any PC members (new or existing) wishing to join the Finance sub-group would be very welcome.

Miriam Jackson on behalf of the finance sub-group

From: MCC Secretary [mailto:secretary@morningside.org.uk]
Sent: 28 October 2015 12:11
To: Hilton Craig; O'Doherty Noelle
Subject: Playpark in Morningside Park

Dear Craig and Noelle

I am contacting you on behalf of Morningside Community Council to ask whether there might be interest among parents of young children in upgrading the playpark in Morningside Park. I'm writing in similar terms to the South Morningside/St Peter's Parent Council and also to the Headstart Nursery, which is right by the Park.

Some time ago, we were asked by a resident whether the surface of the playpark and the equipment could be upgraded. Several of our members agreed that there is considerable room for improvement and so we approached the City Council's local Environment Manager. Though he was quite supportive of the idea, he did not have the resources to do anything about it for the foreseeable future. We left it there at the time but discussion was re-opened at our meeting last week following notification of a new "Community Greenspace Fund" open to community groups for capital improvement projects such as play areas.

The Community Council may well not be the best organisation to take a project forward with a grant of this type. It would probably be better done by a dedicated group, though none exists at present. Nevertheless, we felt that we should at least sound out the level of interest among parents. So we would be grateful if you could raise the topic through your networks and let me know if there is any interest – or better still a group enthusiastic enough to organise something!

If anyone wants to know more about the Community Greenspace Fund, I would be happy to forward the details that I have.

With best wishes

Steve

Steve Gregory
Secretary, Morningside Community Council

Comms Group Report

We're still working on the Knowledge Base.

The clubs area of the website has been updated and improved.

We're still looking for more volunteers to help out.

Some stats from our website and Facebook:

- Our Facebook page now has 136 likes which is up 28% since last school year
- September saw 765 page views on the website from 246 unique visitors
- October (to date) has 800 page views from 406 unique visitors
- Most popular website page was the video of the huts being demolished :)

Olly Headey

Situations Vacant

Clubs Co-ordinator

Key responsibility is to act as the central contact point for clubs at the school. Some seasonal activity (e.g. doing the room bookings “lets” in the summer term, ensuring all clubs have completed their start-up forms in August/September).

PVG Signatory

A small number of people act as PVG administrators for SMPC. They check the forms, review proof of ID and submit information to Disclosure Scotland. It’s an administrative task, which is time consuming. As such, it would be good if we could spread the load. No specific skills required, but one aspect of the role is meeting parents to review their ID documents, so someone who was around in the day/playground would be helpful.

Stage Club Convenor

The current team of in the following roles director, assistant director, costume, admin and production manager (currently one role but could be 2) will be stepping down after the show in March 2016

If there is interest in the club continuing a team of parents to take on assistant director, admin and production manager would be needed. These roles are voluntary.

Currently the director role is done by a non-parent with drama qualifications.

Any interested parents should email southmorningside.stageclub@gmail.com

Fundraising Co-ordinator

Our fundraising is extremely successful and runs very smoothly. One of the key reasons is because we rely upon a small number of individuals who help organise and co-ordinate our fundraising events. We would really benefit for some other people to help out.

Being a good organiser is the key school – this isn’t about running individual stalls, it’s about setting the fundraising calendar, ensuring every activity has an owner, bookings have been made, etc.

Chair

An officer of SMPC should be in role for 3 years. I will have reached this by December 2015. Our constitution allows a chair to be in office for a 4th year, by exception. This year is intended to provide a “shadowing” opportunity for the new chair.

Let’s aim to sort this out before it becomes critical.

BUDGET FRAMEWORK, 2016-20 - PROPOSALS							
Option Number	Option	Current Service Area	Division	Savings 2016/17 £m	Savings 2017/18 £m	Savings 2018/19 £m	Savings 2019/20 £m
Additional income							
Inc1	Integrate sports services currently based in Children and Families and Corporate Governance	Children and Families	Schools and Community Services	0.500	0.500	0.500	0.500
Inc2	Increase in discretionary income - Retail Price Index (RPI) plus 2%	Council-wide	n/a	1.000	2.000	3.000	4.000
Inc3	Increased charges for residential accommodation, telecare and other local authority charges	Health and Social Care	Business Services	0.250	0.250	0.250	0.250
Inc4	Increase fee charges for section 109 permits to install pipes and cables in roads and pavements	Services for Communities	Transport	0.016	0.016	0.016	0.016
Inc5	Increase fee for Temporary Traffic Regulation Orders	Services for Communities	Transport	0.054	0.054	0.054	0.054
Inc6	Increase bus station income	Services for Communities	Transport	0.030	0.030	0.030	0.030
Inc7	Review allotment services and increase rents	Services for Communities	Environment	0.021	0.021	0.021	0.021
Inc8	Increase parking permit charges by 5%	Services for Communities	Transport	0.145	0.145	0.145	0.145
Inc9	Increase pay and display charges	Services for Communities	Transport	1.000	1.000	1.000	1.000
Total additional income				3.016	4.016	5.016	6.016
Reductions in third party expenditure							
TP1	Reduce third party payments for Community Learning and Development services	Children and Families	Schools & Community Services	0.250	0.250	0.250	0.250
TP2	Reduce grant payment to Festival City Theatre Trust	Corporate Governance	Culture and Sport	0.100	0.100	0.100	0.100

BUDGET FRAMEWORK, 2016-20 - PROPOSALS							
Option Number	Option	Current Service Area	Division	Savings 2016/17 £m	Savings 2017/18 £m	Savings 2018/19 £m	Savings 2019/20 £m
TP3	Reduction in consultant expenditure	Council-wide	n/a	2.000	2.000	2.000	2.000
TP4	Review funding arrangements for Winter Festivals	Corporate Governance	Culture and Sport	0.500	0.500	0.500	0.500
TP5	Additional savings through procurement, including improved contract management	Council-wide	n/a	1.000	1.000	1.000	1.000
TP6	Review Edinburgh Shared Repairs Service	Corporate Governance	Corporate Governance	0.500	0.500	0.500	0.500
TP7	Consolidate care and support/care at home pricing levels	Health and Social Care	CSWO Branch - Contracts Management Team	0.900	0.900	0.900	0.900
TP8	Reduce spending on block-contracted services by 10%	Health and Social Care	CSWO Branch - Contracts Management Team	0.720	0.720	0.720	0.720
TP9	Reduce funding to Police Scotland by a total of £0.5m (includes £0.25m through transformation programme)	Services for Communities	Community Safety	0.250	0.250	0.250	0.250
TP10	Reduce commissioned services - Housing Support (sheltered housing/temporary accommodation)	Services for Communities	Housing and Regeneration	0.500	0.500	0.500	0.500
TP11	Efficiencies in the waste service	Services for Communities	Environment	1.000	1.000	0.500	0.000
TP12	Improve the internal waste haulage service	Services for Communities	Environment	0.030	0.030	0.030	0.030
Total reductions in third party expenditure				7.750	7.750	7.250	6.750
Reductions in service expenditure							
SP1	Renegotiate fees for foster placements for young people aged 18+	Children and Families	Support to Children and Young People	0.380	0.380	0.380	0.380

BUDGET FRAMEWORK, 2016-20 - PROPOSALS							
Option Number	Option	Current Service Area	Division	Savings 2016/17 £m	Savings 2017/18 £m	Savings 2018/19 £m	Savings 2019/20 £m
SP2	Adoption allowances for young people aged 18+	Children and Families	Support to Children and Young People	0.077	0.077	0.077	0.077
SP3	Review of family and pupil support services	Children and Families	Support to Children and Young People	0.500	0.500	0.500	0.500
SP4	Greater use of telecare and remodelling Social Care Direct	Health and Social Care	Older People's Services	2.000	2.000	2.000	2.000
SP5	Health and Social Care- improve management of service user demand	Health and Social Care	Assessment and Care Management	1.300	1.300	1.300	1.300
SP6	Unblock reablement, allowing more people to benefit from improved self-care at lower cost	Health and Social Care	Older People's Services	2.000	2.000	2.000	2.000
SP7	Develop local authority trading company and co-operative for care services	Health and Social Care	All	0.000	TBC	TBC	TBC
SP8	Reduce gully cleaning service	Services for Communities	Transport	0.110	0.110	0.110	0.110
SP9	New approach to street lighting repairs	Services for Communities	Transport	0.134	0.134	0.134	0.134
SP10	New approach to managing Clarence response service - defect repairs	Services for Communities	Transport	0.185	0.185	0.185	0.185
SP11	Reduce bus stops and shelters maintenance	Services for Communities	Transport	0.025	0.025	0.025	0.025
Total reductions in service expenditure				6.711	6.711	6.711	6.711
Workforce savings							
P1	Prioritise the funding which supports schools in areas of deprivation	Children and Families	Schools and Community Services	0.118	0.188	0.188	0.188
P2	Change Early Years services	Children and Families	Schools and Community Services	0.297	0.297	0.297	0.297
P3	Reduce use of employee overtime by 25%	Council-wide	n/a	1.667	1.667	1.667	1.667
P4	Reduce use of agency staffing by 20%	Council-wide	n/a	2.667	4.000	4.000	4.000

BUDGET FRAMEWORK, 2016-20 - PROPOSALS							
Option Number	Option	Current Service Area	Division	Savings 2016/17 £m	Savings 2017/18 £m	Savings 2018/19 £m	Savings 2019/20 £m
Total workforce savings				4.749	6.152	6.152	6.152
Total - all savings				22.226	24.629	25.129	25.629

Option Number	Inc1
Option	Integrate sports services currently based in Children and Families and Corporate Governance
Service Area	Children and Families
Division	Schools and Community Services

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.500	0.000	0.000	0.000
Cumulative Savings	0.500	0.500	0.500	0.500

Description of Savings Proposal
<p>Subject to in-principle approval by the Corporate Policy and Strategy Committee on 29 September, to create a unified Council approach to sports in the city of Edinburgh. Merging the work of Edinburgh Leisure and school sports, together with the rationalisation of management and booking, would result in significant operating cost reductions and income generation.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
<p>Improved access to buildings and facilities will result in income maximisation which should mitigate against reductions in services and prevent the closure of facilities to the public.</p>

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including business and support services; third sector; citizens and neighbourhoods; income maximisation
<p>There should be no risk of double-count.</p>

Option Number	TP1
Option	Reduce third party payments for Community Learning and Development (CLD) services
Service Area	Children and Families
Division	Schools and Community Services

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.250	0.000	0.000	0.000
Cumulative Savings	0.250	0.250	0.250	0.250

Description of Savings Proposal
Reduce the third party payments from CLD service area by £250,000. Currently £1.5m is deployed to a wide range of organisations but no obligation or commitment exists beyond 31 March 2016.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
A new approach to distributing third party payments has been introduced which creates the opportunity for a more coherent, city-wide and strategic deployment of these resources taking account of national and city strategy. New funding from Scottish Government has been identified to support the work of voluntary sector organisations which would be available to organisations to apply for.

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including Business & Support Services; Third Sector; Citizens & Neighbourhoods; Income Maximisation
These savings are over and above third sector savings targets.

Current Budget (£m)	1.500	Proposed Saving (£m)	0.250
Current FTE	0.0	Proposed FTE Reduction	0.0

Option Number	SP1
Option	Renegotiate fees for foster placements for young people aged 18+
Service Area	Children and Families
Division	Support to Children and Young People

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.380	0.000	0.000	0.000
Cumulative Savings	0.380	0.380	0.380	0.380

Description of Savings Proposal
<p>There are approximately 30 foster placements for young people aged 18 and over. The Council does not have a legal obligation to continue to support young people of this age in foster placements (although it will have to from 1 April 2017, at which time corresponding Scottish Government funding is anticipated to be made available).</p> <p>This proposal would review all placements with the aim of reducing current fees and allowances in line with adult carer rates. The total budget is £1m.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
<p>All foster placements would be reviewed and lower rates agreed. This process has commenced and savings are being realised.</p>

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including business and support services; third sector; citizens and neighbourhoods; income maximisation
<p>No risk of double-count.</p>

Current Budget	1.000	Proposed Saving	0.380
Current FTE	0.0	Proposed FTE Reduction	0.0

Option Number	SP2
Option	Adoption allowances for young people aged 18+
Service Area	Children and Families
Division	Support to Children and Young People

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.077	0.000	0.000	0.000
Cumulative Savings	0.077	0.077	0.077	0.077

Description of Savings Proposal
<p>There are a number of young people aged over 18 where an adoption allowance is paid to their parents. This proposal would cease all payments from 1 April 2016.</p> <p>The budget is £77,000.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
<p>The service does not have an ongoing responsibility for young people who have been adopted once they turn 18 so the impact is felt to be minimal.</p>

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including business and support services; third sector; citizens and neighbourhoods; income maximisation
<p>No risk of double-count.</p>

Current Budget (£m)	0.077	Proposed Saving (£m)	0.077
Current FTE	0.0	Proposed FTE Reduction	0.0

Option Number	SP3
Option	Review of family and pupil support services
Service Area	Children and Families
Division	Support to Children and Young People

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.500	0.000	0.000	0.000
Cumulative Savings	0.500	0.500	0.500	0.500

Description of Savings Proposal
<p>Secondary schools are allocated £500,000 to enable them to commission specialist support to work with pupils at risk of exclusion or requiring a special school placement.</p> <p>There is a strong link between children who are excluded from school and the increased risk of them becoming looked after. The proposal is to review all existing family and pupil support services delivered directly and commissioned by the Council. This would require a targeting of support at those families most at risk of the child needing to become Looked After and /or where the child is at risk of not being supported within mainstream school. It would be important to ensure that there is good partnership working between the schools, family and pupil support services and Practice Teams to ensure effective targeting of resources.</p> <p>The specific investment provided directly to the secondary schools would be removed and support replaced by the new family and pupil support services.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
<p>The risk of removing this funding is that mainstream secondary schools do not have direct control of the resources available to support children who require specialist services. To mitigate this removal of direct funding, schools will be involved in the review of family and pupil support services to ensure their needs are catered for and children can be appropriately supported.</p>

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including business and support services; third sector; citizens and neighbourhoods; income maximisation
<p>No risk of double-counting.</p>

Current Budget (£m)	0.500	Proposed Saving (£m)	0.500
Current FTE	0.0	Proposed FTE Reduction	0.0

Option Number	P1
Option	Prioritise the funding which supports schools in areas of deprivation
Service Area	Children and Families
Division	Schools and Community Services

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.118	0.070	0.000	0.000
Cumulative Savings	0.118	0.188	0.188	0.188

Description of Savings Proposal
Protect the 17 most vulnerable schools by prioritising the positive action funding across both primary and secondary schools. Reposition the remaining allocations in line with the review exercise that identified the schools in greatest need based on their attainment levels at all stages and levels of deprivation. This reduction represents a 5.1% saving on the current allocation.

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
The impact will be reduced as the reduction will be mitigated by additional income expected from Scottish Government to improve attainment levels in schools.

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including Business & Support Services; Third Sector; Citizens & Neighbourhoods; Income Maximisation
Low risk of double-count.

Current Budget (£m)	3.680	Proposed Saving (£m)	0.188
Current FTE	88.0	Proposed FTE Reduction	12.0

Option Number	P2
Option	Change Early Years services
Service Area	C&F
Division	Schools and Community Services

Forecast Savings	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m
Incremental Savings	0.297	0.000	0.000	0.000
Cumulative Savings	0.297	0.297	0.297	0.297

Description of Savings Proposal
<p>(1) £177,000 - Rephasing of partner provider payments to reflect actual number of days per school term. Previously paid at 33% of annual sum per term.</p> <p>(2) £90,000 - Reduce cost of implementing additional flexibility to early learning and childcare provision.</p> <p>(3) £30,000 - Increase income generation from the sale of additional nursery hours.</p>

Potential impact on service outcomes and any mitigating actions proposed. This should take into account, where applicable, relevant strategic, service plan or community planning outcomes
<p>The £177,000 and £30,000 savings can be achieved without any impact on service outcomes. The £90,000 saving requires plans for increased flexibility in childcare provision to be scaled down but will still allow statutory requirements to be fulfilled.</p>

Assessment of Risk of Double-Count with Existing Approved Savings / Other Budget Workstreams - consider risk of double-count with previously approved savings and transformation projects including Business & Support Services; Third Sector; Citizens & Neighbourhoods; Income Maximisation
<p>No risk of double-counting.</p>

Current Budget (£m)	7.289	Proposed Saving (£m)	0.297
Current FTE	0.0	Proposed FTE Reduction	0.0

To all Parent Council Chairs

cc: Headteachers

cc: Directors of Education



23 September 2015

Dear Parent Council Chair

As Education Secretary, I wanted to take this opportunity to write and thank you for the hard work you do as a Parent Council Chair for your school. I know that you give up your own time, not just for your own child, but for all the pupils in your school, and I appreciate the effort and commitment that this involves.

I regularly visit our schools and meet with children, parents and teachers. I see a great deal that makes me proud of what we have achieved in Scottish education. We have excellent teaching, record Higher and Advanced Higher results, more than nine in ten school-leavers securing jobs, training or continued education, and we have support in our schools to help our young people move on from school better equipped to make it in the world. In our Primary schools, we have children who are more confident and enjoy their learning, who are developing the skills that will help them as they move on in life. Curriculum for Excellence has attracted admiration and interest from around the world, with more opportunities and flexibility for children than ever before.

However, there is more that we need to do to make sure that our education system continues to improve and in particular, I want to make sure that our education system works for every child in Scotland. I want all children to make good progress in their learning, and to have the literacy and numeracy skills that they need to get on in the world. In particular, I want to close the gap in attainment between the least and most disadvantaged children in Scotland.

So the recent announcement by the First Minister Nicola Sturgeon, of a draft National Improvement Framework for education, is an important development that I wanted to bring to your attention in your role as Parent Council Chair. The purpose of this new Framework is to help all of us improve our education system, for your child, for every child in your school, and for every child in Scotland.



The Framework will bring together a range of key information in six different areas widely recognised internationally as helping to raise standards in education. These include information on assessment of children's progress, but also on teacher professionalism, school leadership, school improvement, parental involvement, as well as how we all make best use of performance information.

A new standardised assessment for children in P1, P4, P7 and S3 in aspects of literacy and numeracy will provide more consistent information on children's progress. The new standardised assessments are currently being designed with the input of teachers, parents and academic experts, and will be introduced in schools in 2017. These standardised assessments are not intended to be in addition to what already happens – so they won't increase the workload of teachers or put more additional pressure on pupils. Instead they will replace the variety of different standardised assessments that are currently used in different local authority areas. They also won't replace the professional judgement of teachers which remains at the heart of Curriculum for Excellence – they will inform it. They will support the range of assessment approaches that teachers already use every day in the classroom such as observation, project work, peer assessment and portfolios. They are being designed so that they will help teachers identify what stage a child is at in their learning, so that they can give feedback and plan next steps to help them improve. Importantly, they will help teachers provide parents with clearer information about their child's progress. They will also help local authorities and government plan where we may need to provide more support .

As we move forward to further develop the Framework, I want to hear from parents, teachers and children. There are a number of engagement events around the country where you can come along and discuss the proposals. I would also encourage you to discuss the Framework at your Parent Council and Local Area Parent Forum. I would be interested in any feedback you may have. You can find out more information about the Framework and the events at :

<http://www.gov.scot/Topics/Education/Schools/NationalImprovementFramework>.

I recognise the importance of keeping parents informed of any developments affecting their children's education and I will continue to work closely with the National Parent Forum of Scotland to make sure that you and parents in your school get regular information and updates about the Framework development.

I wish you every success with the work of your Parent Council during this school year and look forward to meeting some of you at events and in schools in the coming months.



ANGELA CONSTANCE