

Braidburn Parent Council



Office Bearers:

Chairperson: Vacant
Vice Chair: Gail Morris

Secretary: Lesley Munro
Treasurer: Claire O'Connor

Minutes of Braidburn Parent Council

Date of meeting – Monday 8 November 2021

Present at meeting

KW

LMcD

CC

SC

AB

RB

SB

AN

LM

CW

BW

FH

NB

1. Welcome and Apologies

KW welcomed everybody to the meeting. Apologies were received from CM, CA, LF and GM.

2. Approval of minutes from 2020 AGM

KW proposed that the minutes were approved and LM seconded this.

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3. Chair's Report

KW thanked the Parent Council for their support and hard work this year. In addition to Parent Council meetings, we have represented parents at various City of Edinburgh Council meetings and put across their views.

4. Treasurer's Report

KW reported that we have a balance of £1786.85 of which £300 still available for Story Bags. It is planned that funds could be used to purchase crockery for the new community room. LM will source a new kettle, mugs, etc. for when room is available in the New Year.

Action LM

5. Head Teacher's Report

A copy of the Headteacher's report is attached. Additionally, CW informed the meeting that George Watson's College will participate in some Art Classes. They hope to participate in Music Classes from next academic year as timetabling issues prevent them from participating this year.

AN asked if there will a similar programme to BSL for Sign A Long planned? CW confirmed that a new SALT was starting on a Friday and will deliver inclusive communication training, including Sign A Long for any staff interested.

AN asked about digital communication going forward especially in light of the App route Midlothian are taking. CW confirmed that the Digital Learning Group are taking forward the school's plan this year and the Curriculum Development Group taking on learning journals. AN suggested that an electronic based IEP and diary would be useful going forward.

RB asked if there was a timetable for Transition Planning from BGE to Senior Phase.

KW asked if dates could be given re transition meetings for moving from BGE to Senior Phase.

Looking at transition from School to Adult Services SB felt that more discussion workshops/meetings were required from around age 14. BW confirmed that at age 14 parents were invited to an initial meeting and attend along with other parties such as Educational Psychologist. Social Work will always attend a meeting around age 14. They also attend a meeting in term 1 of 6th year. SB feels that the process should be more like that in mainstream with guidance from school in addition to documents that outline what you should be thinking about. SB asked if learners kept the same option (e.g., Home Economics, Music, etc.) throughout the school year or if they changed option midway through the school year? LMCD agreed that a review of the option mid-year would be good as parents and carers are not always aware of what their young people can and can't do.

AN informed the team that the transitions group are looking at a tick sheet of what is available age 14-18 to identify positive destinations and to highlight as much as possible where vacancies exist in adult services.

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KW informed the meeting that there is now a Duke of Edinburgh Scheme for young people with disabilities. CW will look into this. **Action CW**

6. Office Bearers – election/re- election

LM has reached the end of her term as Secretary. As nobody volunteered to take on the position LM offered to continue for one more year or until a successor is found. KW proposed LM and AN seconded.

CO agreed to continue for another year as Treasurer. KW proposed and LM seconded.

GM agreed to continue for another year as Vice Chair. KW proposed and LM seconded.

KW informed the meeting that she would step down as Chair. To date nobody had shown an interest in the position. The meeting thanked KW for her hard work on the Parent Council. AB suggested that we should advertise in the wider school community. LM will prepare a document for circulation to parents and carers to encourage interested parties to step forward and encourage more parents and carers to get more involved in the Parent Council in general. **Action LM**

7. Co-opted members – election/re-election

NB informed the meeting that she would step down from her position. The Parent Council thanked NB for her valuable input over the last year.

8. Adoption of the constitution for 2021/2022

LM informed the team that CONNECT have suggested that all Parent Council constitutions follow their lead and add into their constitutions that meetings can be held on line, in person or a combination of both. KW proposed this change and NB seconded it. LM will update the constitution to reflect this. **Action LM**

9. Approval of minutes from previous meeting.

LMcD proposed these minutes be approved and NB seconded this. CW asked about the current status of the FB page. LM suggested that the link is removed from the Parent Council Page and a new page, possibly called Parent and Carer resources page, was set up where the FB link could sit along with links to other pages and resources that parents and carers might find useful. It was felt that this might require a lot of work to keep up to date and KW proposed just removing the link to the FB page. A link to CONNECT's website will be added to the Parent Council page. CONNECT have suggested that Parent Councils promote the link to their website so that parents and carers can find out more about the running of Parent Councils etc. **Action LM**

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10. Data Protection statement – addition of new links from Class List CEO

Prior to the meeting LM circulated an updated version of our data protection statement. The T&Cs and Privacy Statement links were not working on the original document. These have now been updated. LM has also received a guide to updating Class Lists for the new academic year. AN suggested we discuss the use of ClasLists at a future meeting.

Action LM

11. Braidburn Parent Council Matters

11.1 Edinburgh Parent Council Network

No update available.

11.2 CCwP

At the recent meeting parents and carers were notified that a review of the special school estate would be conducted to ensure that they are fit for future purpose. The council have received approx. 100 notes of interest in future school lets. Some are due to start after the October break. The Active Schools programme has restarted and Braidburn has benefited from Bikeability and dance activities. CW informed the meeting that hydrotherapy would restart very soon. Feedback was given on Playscheme. It was confirmed that if parents and carers take their child out of school due to COVID concerns it will be recorded as an unofficial absence, but no action will be taken

Transport was also discussed. There will be an online application next year. They are aiming for learners in to have same transport provider P2-P7 and S1- S6. It is hoped that they will have a real time system in place that informs parents and carers that the transport is nearby so they can get ready to collect the learner from transport. There will be a new application for those requiring transport for Adult Services. Care standards are in place and impact assessments undertaken.

11.3 Special Schools City Wide Locality meetings

There have been several staff changes including a new Director of Families and Children. It was confirmed that holiday provision at the October break was targeted towards specific learners. CW confirmed that the school does not nominate which learners should receive Playscheme. Information will be issued Jan/Feb regarding how the process for applying for Playscheme in 2022 will operate.

A back log has occurred in the provision of Sectn 23 assessments, and this is being investigated. It is reported that some young people are having difficulty accessing the assessment and it has been suggested that young people with additional needs receive a Section 23 assessment by default. AN suggested that we ask parents and carers for general feedback on Sectn 23 assessments, but not personal cases.

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Inclusion Services Board have also met. This group includes learners with additional needs in mainstream settings. The buildings estate is being examined to see which buildings are suitable for deaf learners. It appears to be easier to secure capital funds for building projects than for teaching staff.

The Disability Strategy Group have also met. Not only are they looking at Playscheme, but also provision such as After School Clubs. They have issued a survey through Tailor Ed to establish what is needed to bridge the gap.

12. Health and Safety update

The Health and Safety group meet every 2 weeks. CW can share the minutes of this meeting via her Headteacher's report. It was noted that the fire alarm is causing distress to some learners with sensory issues. The test is only conducted once a month now rather than every week. CW will take this issue to the next H&S meeting. AN suggested that the council is approached to see if the capital budget could be used to change the bell.

Action CW

13. Digital Communications and update on previous communication survey

See item 5.

14. School Leavers

KW suggested that Parent Council funds could be used for funding activities to mark the move from P7 to S1 and S6 to Adult Services.

15. Friends of Braidburn update

This is included in FOB update. Funds have been provided previously for Christmas Crafts and excursions. Going forward they hope to fund a cinema night and an interactive screen for the library.

The funds raised through the Relay for Matt will be used on an outdoors activity at the family's request.

16. AOB

AN thanked KW for her service to the Parent Council.