

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

**NOTE OF MEETING - 31 January 2018
Victoria Quay, Edinburgh**

In attendance:

NAME	ORGANISATION	NOTES
Ian Rivers	University of Strathclyde	Chair.
John Urquhart	Convention of Scottish Local Authorities (COSLA)	
Lorraine Glass	respectme	
Charlotte Harrison	National Parent Forum of Scotland (NPFS)	
Maggie Nesbitt	Scottish Secondary Teachers Association (SSTA)	
Carol Young	Coalition for Racial Equality and Rights (CRER)	
Eileen Prior	Scottish Parent Teacher Council (SPTC)	
Sara McFarlane	Scottish Parent Teacher Council (SPTC)	
Gillean McCluskey	Scottish Council of the Deans of Education	
Sonia Kordiak	EIS	
Gordon Wardrope	Education Scotland Link Officer Network (Fife)	
Maggie Fallon	Education Scotland	
Carolyn Wales	Scottish Government	Secretary

APOLOGIES

NAME	ORGANISATION	NOTES
Cara Spence	LGBT Youth Scotland	
Caroline Amos	Association of Directors of Education in Scotland (ADES)	
Jim Thewliss	School Leaders Scotland (SLS)	
Martyn Hayward	Equality and Human Rights Commission (EHRC)	
John Wilkes	Equality and Human Rights Commission	
Bruce Adamson	Children and Young People's Commissioner Scotland	
Sophie Bridger	Stonewall Scotland	
Andrea Mcleod	Police Scotland	
John Edward	Scottish Council of Independent Schools (SCIS)	
Maria Plant	Education Scotland Link	

	Officer Network (Edinburgh)	
Frank Thomson	Education Scotland Link Officer Network (South Lanarkshire)	
Phil Alcock	Scottish Government	

Correspondence only

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

Action Summary:

Minutes from 18 December 2018			
No.	ACTION	LEAD	DEADLINE/STATUS
1.	Update the terms of reference and reissue to group	SG.	Cleared. Issued 21 December.
2.	Issue the SEEMiS guidance to the working group	SG.	Cleared. Issued 21 December.
3.	SEEMiS sub group to draft proposals for changes to SEEMiS and issued to working group	SG.	Cleared. The proposal were issued to the Working Group on 17 January 2018. he proposals have now been issued to SEEMiS for consideration.

1. Welcome, introductions and apologies

1.1 IR welcomed members to the second meeting of the working group and welcomed those who didn't manage to attend the first meeting.

1.2 IR reminded the group of the tight turnaround for this particular piece of work and confirmed that recommendations on recording and reporting are expected to be with Scottish Ministers by May 2018.

2. Note of meeting – 18 December 2018

2.1 The note of the previous meeting was agreed.

3. Actions from previous meeting

3.1 The Group noted actions 1, 2 and 3 had been cleared.

4. SEEMiS sub group update and discussion on guidance

4.1 Comments were received from CS around recording and these were discussed by the group.

4.2 IR informed the group that the SEEMiS sub group members agreed improvements to the SEEMiS module which would assist local authorities/schools. In addition, suggestions were made around the monitoring of bullying incidents on SEEMiS and how this could be improved. This had been shared with SEEMiS colleagues. IR thanked sub group members for the quick turnaround with this. However, IR informed the group that SEEMiS colleagues

would not be able to accept the full list of changes without authority from all 32 local authorities and asked us to resubmit a shorter list of improvements. The group discussed all the proposed changes and agreed on the minimum amount of information that should be completed. It was agreed that other suggestions would be submitted to SEEMiS at a later date which would allow SEEMiS to seek approval from all 32 local authorities.

4.3 CW confirmed that advice around Data Protection and information sharing had been submitted to Scottish Government Legal Department (SGLD). An update will be provided at the next meeting.

4.5 IR confirmed that the SEEMiS Technical Guidance which was shared with the group will also be updated by SEEMiS colleagues to reflect the changes. IR also confirmed that training will be delivered by SEEMiS to the Regional Improvement Collaboratives around the changes to the Module and this will be communicated to LA's. An updated SEEMiS training video will also be available for all those who input into the Bullying and Equalities module in June. SEEMiS colleagues have agreed to attend a future meeting to speak about the proposed training.

4.6 Concerns were raised by a number of members around the overall timescales of this piece of work and also around the short timescales for the roll out of the training.

4.7 IR invited comments on the draft guidance on recording and monitoring that had been issued to the group. IR confirmed that this was a first version of the guidance and will be updated throughout the process. There were a number of discussions about the content of the guidance which will be updated to reflect the discussions and reissued in advance of the next meeting. The group were also invited to send in any further thoughts/comments to CW.

AP01 – CW to redraft the changes to the Bullying and Equalities module and resubmit to SEEMiS

AP02 – CW to incorporate agreed changes into the guidance and reissue to group

5. Consultations

5.1 IR invited thoughts and comments from the group about the parents and carers/children and young people consultation/engagements. A number of concerns were raised around the effectiveness and value of these events at this point in the process. It was agreed that these engagement sessions should take place later in the year as part of the second phase of this work.

6. AOB

6.1 MF confirmed to the group that there was no intention for numbers of bullying incidents to be gathered at a national level.

6.2 MF confirmed that HMI will continue to use the quality indicator 3.1 to scrutinise the evidence of anti-bullying work within the school during the inspection process.

The next meeting will take place on the 27 February 2018 at Education Scotland offices, Optima House in Glasgow, from 10-1pm. The dates for the March and April meetings will be confirmed shortly.

*Learning Directorate
Scottish Government
February 2018*