

**ASSOCIATION OF SCOTTISH PRINCIPAL
EDUCATIONAL PSYCHOLOGISTS**
www.aspep.org.uk

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ASPEP Executive Meeting
Thursday 13th February 2014
(10.00 – 13.00)
(Raploch Community Centre)
Minute of Meeting

Present: Carolyn Brown (Chair), Shona Crawford, Rodger Barrow, Kate Watson, Roslyn Redpath, Barry Syme (Minutes)

Apologies: Frank Coletta, Jacqui Ward

1. Previous minutes- executive meeting 6.12.13
Amendment: Rodger Barrow was present at this meeting.
Minutes accepted as accurate and should be put on web site - **BS**
2. Matters arising
Page 2 Paragraph 3.3 – Action points completed
Page 3 No response received as yet
3. Standing items:
 - **Treasurer's Update**
Numbers currently at 55 paid up members
 - **Website**
Recommend that Position Papers are put onto web site. Carolyn to discuss this with Barry. New Header with Children's Drawings has been added and Barry to write to schools to thank them for their work. - **BS**
 - **Correspondence**
 - ASPEP/SDEP has received an invitation to have representation on the Early Years Collaborative. Exec requests that Emma Brown from SDEP keeps ASPEP informed.
 - E-mail from Nick Balchin regarding ASPEP involvement on the Doran Needs Analysis Task Group. Nick will continue to represent ASPEP on this group and update the Executive as required. The time demand to this group had increased and the Executive appreciates Nick's work on this group.
 - Executive noted e-mail from Michael Harker to Carolyn informing her of his decision to resign from the executive group due to work commitments.

Additional member(s) to the Executive should now be considered and discussed at the next Main meeting in May. Barry to circulate a request for notes of interest from the wider membership. **BS**

- **QRG**

- Shona is still awaiting a response from the BPS regarding the update to the Stage 2 Qualification Handbook. She has been informed that this is still to be discussed at a BPS meeting but does not know when. If a response is not forthcoming then Shona will circulate the handbook to Principal Psychologists.
- RAPPS Register, there needs to be further clarification around the fees for members to be included on the RAPPS Register. The Executive agrees that Carolyn should contact Helen Clark, copying in the Executive and Shona will also forward to the QRG. Shona agreed to check if there is anything in writing from the BPS relating to no fees being charged for being on this register **SC**
- There was no update on proposed changes to the Stage 2 Qualification through a Doctoral Degree by the Universities. Carolyn to contact Beth Hannah and Jim Boyle. **CB**

5. Feedback from Joint Development Day

View from those that attended the day was that it was productive.

There has been no update yet on the proposed Communication Strategy from Pagoda.

- Updated Joint Plan

The draft plan from Sarah Philp was circulated and discussed, proposed amendments are

- i) on the flow chart it is proposed that "including ASN" should be removed from Getting it Right.
- ii) assessment paper - Who - recommend 2 Chairs along with the Training Course Directors
- iii) workforce planning- remove Frank Coletta and add ASPEP / SDEP Executives.
- iv) Recommend adding "Lead" after "Who" to assist in identifying who the key person is as this will assist communication.

Barry to feedback these changes to Sarah

BS

Executive also discussed whether the document should be separated to reflect work completed and work still to be done. The structure of the new development plan should consider highlighting strategic priorities with an action plan lying beneath.

- SDEP and ASPEP Reps on National Groups

Barry and Carolyn to cross reference the joint SDEP / ASPEP list with the most recent ASPEP list, this should then be sent to Sarah.

BS / CB

- VSE Feedback
Roger presented the VSE Feedback Paper (January 2014), which is based on the discussions from the Joint Development Day. There remain some issues around the exact wording of the themes. Comments were noted by Rodger and he will take these back to the VSE Working group prior to being sent to Laura Ann Currie. Executive agreed that the final document did not require circulation to full membership prior to going to Laura Ann. Thank expressed to Roger and other members of the working group for their efforts on this task. **RB**

6. Workforce Planning (WFP)

- Update from meeting with Liz Jamieson, NES
Frank, Carolyn and Barry met with Dr. Liz Jamieson from NES in January. This was a very helpful and informative meeting. Since then Frank has circulated an initial draft version and Exec members will give comments to Frank. **EXEC**
- Executive's view is that WFP is too important to solely rely on being completed internally and by the good will of certain members. Consideration should be made to looking at employing a researcher, either funded by ASPEP or jointly by with the SDEP to carry out this work. Further discussion is needed on this and should be taken to a joint ASPEP/SDEP meeting.
- Planned meeting with Colin Spivey
A meeting is planned with Colin Spivey on 28.2.14; it is recommended that some of the graphs with Frank's paper are used to highlight issues. Barry to speak to Frank regarding format and text. **BS / FC**
- National Steering Group for EPs in Scotland- previous minute of meeting.
The matter of the previous minute of the meeting on 12th September 2013 and the wording of Priority 2 remains unresolved. Carolyn has contacted Drew Morrice at EIS for his views on this but as yet has had no reply. Carolyn to phone Drew directly. **CB**
- MSP Briefing Paper
Draft document to be circulated to Executive by Barry **BS**

7. Draft paper on Assessment Position Paper

Executive discussed the draft paper along with the tracked changes provided from Aberdeen City. Further comments to be sent to Carolyn by 21st February and then a final draft sent to a reference group composed of Executive and Training Course Directors. **CB**

8. Cross Border Position Paper

Jacqui is working on a new draft **JW**

9. Main Meeting Format

Executive discussed the format of future main meetings. Feedback from some members indicated that a more interactive and discursive format may be preferred, given that most updates can now be distributed by e-mail or on the website.

Recommendations from the discussion were

- i) Name cards for each member should be on the tables so the meeting knows who everyone is.
- ii) Each main meeting should have a theme/topic for group discussion; this should be identified from suggestions of members and be facilitated by the Executive or by other members. Examples could be ASN Tribunals, GIRFEC and the Child's Plan, etc. The discussion and feedback would be a substantive item at each meeting. Speakers could be invited if required.
- iii) Instead of a verbal report from the representatives on national groups a paper summary would be requested and distributed to members.
- iv) Opportunities for networking and sharing of information and views should be maximised at these meetings. BS to circulate email to membership seeking agreement for this proposal and ideas for discussion themes **BS**

10. Dundee Course Selection-

An e-mail from an ASPEP representative to Beth Hannah relating to the selection process was discussed. Ideally this would have been best discussed with the Exec in advance of the communication with Beth. Carolyn will contact Beth Hannah. **CB**

Recommendation from the Executive is that in future when an ASPEP member is representing ASPEP on a national group or work as part of ASPEP then any issues or concerns should be referred via the Chair or Secretary and brought to the Executive for discussion and further action.

A briefing paper is required on the role of representatives on groups. Barry to draft and bring back to Exec. **BS**

11. Conference Update

Tracy Colville has offered to represent ASPEP on the national conference planning team. Thanks to Tracy for committing to this. **TC**

12. National groups feedback

Joint Forum

E-mail to Bill O'Hara asking for an update. **BS**

Education Scotland

Dumfries and Galloway and Falkirk have volunteered to be test sites for future Psychological Service VSE

ASD National Reference Group

As part of the recommendations ASPEP Members have recently become involved in attending a series of autism research seminars this group comprises Sharron Harper, Frank Coletta, Shirley Paterson, Shona Crawford, Jacqui Ward and Carolyn Brown.

There is a research seminar in June 2014 focusing on Education and ASD. The ASPEP subgroup to look at EP involvement in ASD assessment and identification.

Carolyn has been approached to be part of the working group reviewing the SIGN guidelines on ASD. The Executive recognises that

this is a real opportunity for the profession to be fully involved in the future direction of ASD diagnosis. **CB**

13. Dates/venues of future meetings

Date	Group	Location
4.9.14	ASPEP Executive Meeting	Rapploch
7.11.14	ASPEP Main Meeting	Rapploch
5.12.14	ASPEP Executive Meeting	Rapploch
6.2.15	ASPEP Executive Meeting	Rapploch
24.4.15	ASPEP Executive Meeting	Rapploch
1.5.15	ASPEP Main Meeting	Rapploch
5.6.15	ASPEP/SDEP Joint Meeting	TBC

Barry to confirm dates with Stirling EPS and SDEP

BS

14. AOCB-No items