

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

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ASPEP EXECUTIVE MEETING
Friday 6th December 2013
10.00 – 13.00
Raploch Community Centre

Draft Minutes of ASPEP Executive Meeting

- Action
1. **Present:** C Brown (Chair), F Coletta, R Redpath,
R , B Syme (Minutes)
- Apologies:** J Ward, M Harker, K Watson, S Crawford
2. **Previous Minutes/Matters Arising**
- 2.1 September Executive minutes : accuracy agreed
Amendments to 3.4- "title educational psychologist
(probationer)
4 - add "Agreed that the Executive's view is that"
13- remove Date of Joint Meeting on 6.12.13)
- 2.2 November Main Meeting Draft Minute
Matters arising
Amend 4.1 Bullet Point 3 "which would potentially relate to
...."
Amend 7- Date confirmed as 23.1.14 at 2:30pm at NSS,
Gyle Square, Edinburgh.
Amend 9- move part of paragraph to the end.
Amend 16- Carolyn is continuing to work on this paper.
- 3 **Standing items**
- 3.1 **Treasurer's update**
- Account- £35 have been added to accounts, there are now 54 members
 - A number of previous members have not renewed their subscription yet remain on the distribution list. **BS**
BS to contact these members to inform them that they will be removed from the distribution list.
- FC is following up the £2000 from SDEP, there should be a **FC**

discussion with Bill O'Hara to clarify the previous decision to allocate funds from SDEP to ASPEP.

3.2 Website

The Executive selected a number of drawings that have been done by pupils from a range of schools across Scotland. These will be used as the ASPEP website Header image. BS to write to schools thanking them on behalf of ASPEP. **BS**

There was discussion around what information in relation to job vacancies and courses should go on the site. This was in response to a query raised by Alison McDonald. Job vacancies could be seen as ASPEP providing a service to members.

Executive agree that this would be appropriate and a link could be posted into the News Page on the site. BS to contact membership. **BS**

3.3 Correspondence

There has been contact from Alex Orr, Policy Advisor for Scottish Children's Services Coalition regarding possible support to the profession. CB has responded indicating that the Executive would discuss at our next meeting. Executive's view is to retain links informally with SCSC. Executive have received a request from the Scottish Parliamentary Library seeking copies of Workforce Planning meetings, this has been referred on to Colin Spivey. **CB**

Children Scotland- Working with Parliament Document- this is a very helpful document and should be circulated to SDEP, BS to follow up. **BS**

Qualification Reference Group (QRG)

3.4 Shona has forwarded the revised candidate handbook to the BPS. Alex Johnstone has responded to Shona requesting that it is not circulated until there has been further discussion by the BPS. Shona has written on 18.11.13 to Alex Johnstone and Helen Clark. We await a further response and if this is not forthcoming by the next Exec meeting the further action will be required. **SC**

4. Training Courses Update

Preparation for the 2014 Dundee Course is ongoing.

5. Workforce Planning Update

5.1 Priority Tasks

- The NSSG for EPs report highlights 5 priorities. The draft minutes of the group were circulated and it seems that Priority 2 is missing. CB to email SG requesting amendment of minutes **CB**
- 5.2 Frank agreed to look at the current staffing ratios across all Services. It was agreed by Executive that we should revisit the priority tasks as part of the joint planning day in January. **FC**
- Media Activities**
- Briefing to MSPs on a cross party basis should be discussed at the joint planning day. 2 sets of briefings have been postponed. There was discussion around the need for a Briefing Paper to ensure that both ASPEP and SDEP have the same key messages when speaking to Elected Members. Carolyn agreed to draft and circulate a Briefing Paper to the Executive. Carolyn and Roger will revise the paper and cross reference with the Educational Psychology in Scotland document. This should then be taken to the Joint Planning Day. **CR/RB**
- 5.3
- 5.4 **Meeting with Clinical Psychology**
- Already covered under matters arising.
- Staffing Survey**
- Frank to update the presentation he gave at the main meeting based on current figures. Possibility of a shortened version that could be presented to the NSSG. The next meeting of the National Scottish Steering Group for Educational Psychologists is on 7th March 2014. **CB**
- Carolyn will write to Colin Spivey to request a meeting in February 2014 prior to the full NSSG meeting.
- 6 **Draft Paper on the Role of PEP's**
- There was discussion around the revised starter paper written by JK, RR and KW. Executive view is that this should be viewed as an internal holding paper only while there are ongoing discussions around workforce planning. The paper should also reference the SNCT guidelines and this will be updated by Roslyn. **RR**
- 7 **Joint Planning Day**
- Roslyn is linking with Sarah Philp on the agenda for the day. Items from ASPEP to include **RR**
- Representation of the profession beyond SDEP and ASPEP
 - VSE- role and views
 - Children in Scotland Paper

- Revised Candidate Handbook
- MSP Briefings
- Work Force Planning Priorities
- Communicating our role

- 8 VSE Feedback** **Exec**
 Executive discussed this and agreed that as a profession we should be firmly involved in this process with education Scotland. VSE for Psychological Services is important in highlighting what we do within Local Authorities. The Currie and ASPECT Reports should be seen as the foundation for next steps.
- 9 Conference Update** **BS**
 Barry to circulate to wider membership the need for ASPEP representation. Anne Wilson is currently the representative however more support is needed.
- 10 National Groups Feedback**
- 10.1** **BS**
 Joint Forum- discussion around the role of this and how links could be strengthened with EIS given WFP issues. Barry to speak to Fergal Doherty regards communication with Drew Morrice at EIS.
- 10.2** **BS**
 No update
- 10.3** **RB/SM**
 Autism Research Group / National Reference Group
 Carolyn attended Action on Autism Research in Scotland. This is an ongoing programme of research conferences. Carolyn and 4 ASPEP members could attend these future seminars representing the profession and contributing to the research agenda.
- CB/BS**
 Invitation for expressions of interest should be sent to membership, Carolyn will draft and Barry will send out. Frank is nominated by Executive to be part of this group.
- 11 AOB** **BS**
 Cross Border Paper – MH and JW to provide an update. BS to follow up.
- 12 Dates of Future Meetings**
- 16 January Joint Exec SDEP Away Day All Day
 - 13th Feb Exec Meeting 10.00–1.00
 - 25th April Exec Meeting 10.00–1.00
 - 9th May Main Meeting 10.00–3.30
 - 6th June Exec Meeting 10.00–12.45
 - 6th June Joint Exec Meeting 1.30-3.30