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

Carolyn Brown (Chair)                                Barry Syme (Secretary)
Psychological Service                                Psychological Service
Fife Council                                          South Area
County Buildings                                     Glasgow City Council
St. Catherine Street                                 c/o Battlefield Primary
Cupar, Fife                                         Carmichael Place
KY 15 4TA                                            Glasgow, G42 9SY

20th November 2015
Raploch Community Campus, Stirling
Minutes of ASPEP Main Meeting

1 Present and Apologies

Present:
Carolyn Brown (Fife), Barry Syme (Glasgow), Shona Crawford (West Dunbartonshire), Michael Harker (Renfrewshire), Anne Wilson (Aberdeen North), Fiona Yarrow (Aberdeen), Bill O’Hara (Aberdeen City), Mark Wilson (South Lanarkshire), Alison Crawford (Glasgow), Fergal Doherty (Glasgow), Jennyfer McNiven (West Lothian), Tracy Colville (City of Edinburgh), Nick Smiley (East Renfrewshire), Shannon Finlayson (Western Isles), Jacqui Ward (South Ayrshire), Stewart Biggar (Dumfries and Galloway), Pat Daniel (Aberdeen City), Carol McGarry (East Dunbartonshire), Roslyn Redpath (Argyll & Bute), Sarah Philp (Midlothian), Nick Balchin (Falkirk), Matthew Musset (Aberdeen City), Shonagh Anderson (Dundee), Audrey Osborne (Angus), Yvonne Bushnell (Glasgow), Nicola Stewart (East Ayrshire), Peta Barber (Highland), Louise McClatchey (Highland), Kate Watson (Inverclyde), Frank Coletta (North Lanarkshire), Morven Graham (Stirling and Clacks), Sharron Harper (Dumfries and Galloway), Vivienne Sutherland (Fife), Margaret Nash (Inverclyde),

Apologies:
Alison MacDonald (North Lanarkshire), Roger Barrow (Scottish Borders), Elizabeth King (South Lanarkshire), Lesley Arthur (North Ayrshire), Nancy Ferguson (North Lanarkshire), Susan Dean (Moray), David Patrick (Glasgow), Suzie Turner (Perth), Gillian Dury (East Dunbartonshire), Maura Kearney (Glasgow), Paula Dudgeon (Inverclyde), Diane Ferguson (North Ayrshire), Melanie Rice (Angus), Gavin Stalker (East Renfrewshire), Shirley Paterson (South Lanarkshire), Polly Jones (Dundee), Carron Douglas (Aberdeenshire), Catherine Paterson (North Ayrshire), Cathy Lyner (Orkney), Jennifer King (Dundee), Louise Goodall (Aberdeenshire)

2 Minutes of previous meeting of 1.5.15

Minutes accepted as accurate and will be posted on the website.

http://www.aspep.org.uk

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3 Matters arising

5.3 National Conference
Over 200 delegates attended and the feedback on the keynote speakers was very positive. All workshops were well evaluated by attendees. It was identified that the theme of the conference needs to be identified earlier in the year to allow for more submissions. Another representative from ASPEPO is required to
support Yvonne Bushnell who will continue to be on the planning group. Nick Balchin offered to become a representative and this was agreed by the meeting, thanks to Nick. It was noted that a different venue will be required for next year and KC Jones will be dealing with this.

4 Office Bearer’s Report

4.1 The Chair’s Report
Carolyn Brown provided the Chairs report which was well received. The report highlighted all the work that ASPEP has been involved in over the past 6 months. This was Carolyn’s last meeting as Chair and will stand down following this main meeting. Thanks were expressed to Carolyn for her leadership as Chair over the past 2 years. Barry Syme now takes over as Chair.

4.2 Treasurer’s Report
Frank circulated the Treasurer’s report on the ASPEP accounts. A copy is attached to this minute. Last year there have were 60 members and this has now risen to 62. The accounts are healthy and there is no requirement to consider increasing subscriptions. The current accounts will allow ASPEP to continue to work over future years. The Treasurers report was accepted by the meeting.

4.3 Executive Membership
4.3.1 There is one position on the Executive Committee at present and 4 expressions of interest have been received by the Secretary. These were Nick Smiley, Morven Graham, Bill O’Hara and Nicola Stewart.

Nick was proposed by Shona Crawford and seconded by Roslyn Redpath.
Morven was proposed by Yvonne Bushnell and seconded by Carol McGarry.
Bill was proposed by Frank Coletta and seconded by Peta Barbour.
Nicola was proposed by Jacqui Ward and seconded by Sharron Harper.

Following the constitution a ballot of members was taken and as a result of Nick receiving most votes he is elected onto the Executive Committee for 2 years. Thanks are expressed to Morven, Bill and Nicola for their interest.

5 General Business

5.1 Members’ News and Correspondence
The meeting welcomed Sam March, appointed Principal Psychologist for North Ayrshire, Rhonda Simpson, appointed Principal Psychologist Shetland Islands and Judith Dickinson, appointed Depute Principal in South Lanarkshire. It was noted that Whitney Barratt has returned to her substantive post in Stirling.

5.2 Correspondence
Nick Balchin provided a summary report and update on the MIS Audit carried out by ASPEP. This is looking at what services across Scotland are currently using to manage case information. The paper that was circulated had been anonymized and following discussion at the meeting it was agreed that the full version be circulated to allow services to further investigate.

NSSGEP Feedback and workforce planning updates- National
6. **Survey and Event Sampling**
Carolyn gave an update on the draft WFP report that was based on the survey data from April 2015. A writing group composed of Carolyn, Fiona Yarrow, Laura-Ann Currie and Lynne Carter has been tasked to prepare the final report. There was a discussion around the implications of the report and also possible inaccuracies in relation to the number of EPs being trained in the future. It was agreed that the survey needs to be carried out more frequently and Barry is in discussion with Laura-Ann around a potential way forward that would allow Education Scotland the collate the data.

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7. **Named Person and EPS**
Fergal Doherty raised a potential issue around EPs being identified as a possible Named Person in certain situations. This had been mentioned at the recent Joint Forum by the EIS. Jacqui Ward informed the meeting that she had already been asked to act in this function in South Ayrshire. A question was raised on whether ASPEP should have a position on this as it is not a current function for EPs. Bill O’Hara raised the point that Local Authorities already have internal processes that would probably include the Named Person role. It was noted that the Named Person should be someone who is close to the child / young person. It was agreed that further clarification is required on this matter and that ASPEP should contact Lynn Townsend for advice.

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8. **Feedback from current working groups**

**Qualification Reference Group—Shona Crawford**

**QRG—BPS** showing more interest now that Nigel Atter has taken over as link officer, he has requested that the QRG reconvene and there has been one meeting using teleconferencing. There was good representation at this meeting and matters raised were:

1. Written essays should not be required for Supervisors, Nigel Atter agreed to take this back to the BPS committee. Feedback from the last supervisor training was very positive.

2. There are currently 10 assessors, which is just manageable. More assessors are needed and any expressions of interest will be welcomed. Principals should highlight this need to their service. The overall quality of final submissions has an impact on the amount of work required by the assessors.

3. Services should encourage probationers to make every effort in their submission as it is the entry into the profession. Comments were made about the guidance sent out to Services by Nigel Atter and it was felt that this was insufficient. Other issues that need to be considered are Indemnity Cover as this was raised by the EIS, also the use of Protected Time and what this actually covers.

Shona agreed to circulate the minute of the meeting. Any other issues or concerns should be sent directly to Shona in advance of the next main meeting in May 2016.

**VSE Self-Evaluation Working Group—Michael Harker**

This group has met once and the minute of the meeting will be circulated to services by ASPEP Secretary. The terms of reference have also been agreed by the group. Further information will be provided at next main meeting.
ASNTS and Disputes Paper- Alison Crawford, Carol McGarry, Tracey Colville

A suite of papers have been developed by the working group and this builds on previous work carried out by Fife EPS and Glasgow EPS. They have also sought helpful advice from Aberdeen City Legal Services. The meeting agreed these documents. Comments to Alison Crawford by end of December 2015. Good links have been established with Elaine Faulkner and May Dunsmuir, Convener ASNTS; this may lead to a potential seminar or on Education Law. It was agreed that a working group would take this forward - Carol McGarry, Tracey Colville, Bill O’Hara and Alison Crawford. Any further interest should contact Alison.

LAC Paper- mark Wilson

There has been positive feedback from some Services on this paper. No comments have been received from Services to Fergal. It is unclear if all Services are fully aware of this guidance paper and it was agreed that it should be circulated again and put on-line. The RSW team has noted that different local authorities respond to LAC issues in varying ways. Barry to circulate the paper.

Training Courses- Vivienne Sutherland
An update was provided by Vivienne on the progress being made by this group. They have met once and the plan is to bring a paper to ASPEP with proposals in March 2016 following the completion of the Dundee Selection process.

Reports from other representatives on national groups:

Mentors for Violence Prevention- Margaret Nash
Joint Forum- Bill O’Hara
Dundee Selection- Bill O’Hara

Copies of feedback are available on website.

9. January Conference Discussion
The format of the conference was discussed, further information and clarification about who would be attending is to be sought, Sarah Philp to contact Nicola Robertson. Planning group consists of Barry, Frank, Sarah and Kate (ADES)

10. Presentation from Mary Berrill, HM Inspector on the Scottish Attainment Challenge and role of Attainment Advisors and possible links with Educational Psychology Services. Presentation to be circulated.

11. Presentation from Paul McWatt, Education Scotland on Children’s Rights. This was very well received and led to a good discussion.

12. Thanks expressed again to Carolyn Brown, outgoing Chair for all her work over the past 2 years.

BISSR- Clarification was sought around the recent letter sent by Laura Farquhar. Barry to discuss with Maggie Fallon at next Exec meeting.
**Date of Next Meeting:** Friday 6th May 2016, 10am – 3.30pm at Raploch Community Campus, Stirling.

CC SDEP Exec