

# Brannock Parent Council

## Minutes of AGM / Ordinary Meeting

### 18th September 2025

School Bistro - 7pm - 8:30pm

School representatives present:	Kevin McConnachie (Headteacher) (HT)
Parents present:	Vicki Lavelle (VL) (Chair) Arlene Rafferty (ARa) Gordon Murray (GMu) Collette Smyth (CSm) Claire Young (CYo) Marina Lyle (MLy) Elaine Greenshields (EGr) (KW) (Vice Chair) Mick Lavelle (ML) Arlene Twaddle (ATw) Alyson Thomson (ATh) Jennifer Bogie (JBo) Eileen Donn (EDo) Martin Dean (MD) (Secretary)
Guests:	
Apologies:	Carol Simpson (CSi) Gail King (GKi) Cheryl McVey (CMc)

#### Diary 2025/26

18th August	Monday	First Meeting - Introductions and HT Exam Report
18th September	Thursday	AGM - Our year ahead
20th October	Monday	
20th November	Thursday	
15th December	Monday	Short Meeting + Social
15th January	Thursday	
19th February	Thursday	(moved from Monday due to holiday)
19th March	Thursday	
20th April	Monday	
21st May	Thursday	
22nd June	Monday	Close of Year + Social



## Minutes

Date	Act	Documents made available
18/09/25		<p>The following documents were made available,</p> <ul style="list-style-type: none"> <li>• Minutes from the previous meeting,</li> <li>• Treasurers Report for previous year</li> <li>• Parental Involvement and Engagement Audit Toolkit (Completed)</li> <li>• Minutes from School Service Improvement Plan</li> </ul>

Date	Act	Welcome and Introduction
18/09/25		The Chair (VL) welcomed all attendees, including some new faces. We continued with a round table introduction (not minuted)

Date	Act	Chairpersons Report
18/09/25		<p>The chairperson listed some of the previous years achievements which included;</p> <ul style="list-style-type: none"> <li>• Involvement in the Christmas Fayre with Miss Grant; A big thank you to VL, ML, JB, ED, (MD for tidying), as well as a big thank you to the teachers, including, but not limited to; J. Barr and L. Grant</li> <li>• S1/2 Disco - Jennifer Bogie organised the event. MD and VL attended to help with music food. A massive massive thanks to the teachers who attended and made the event possible.</li> <li>• Forest area- A big thank you to MD and JB who have put in so much work to make this a fantastic resource for both Brannock and the feeder schools.</li> <li>• An opening ceremony for the forest area took place allowing councillors and Staff to see the resource, walk around and experience some forest activities (firelighting, hammocks, woodcraft). Afterwards catering was provided by S5 and S6 pupils under the direction of L. Grant and J. Barr - a big thank you!</li> <li>• The Parent Council made a very strong case, and maintained the request for Home Economics to be put back on the timetable after it was missing for many years (maybe a decade?). This has been a big success with now two FTEs being employed with L. Grant and Mrs Cowan being a big part of the school fabric, not only teaching HE but being involved in many aspects including now the rebuilt Breakfast Club.</li> <li>• Input into the school's poverty-proofing policy</li> <li>• Improvements to the front of the school building; Thank you to JB, MD, VL and ML. ML and VL collaborated with pupils before the Summer break to help cut back bushes and trees as well as new planting - Looking much better - still a lot to do, so if you want to help please jump in.</li> <li>• The focus for this year is "COMMUNICATION". The Parent Council feels that by focusing on communication we can help parents and young people have a much better experience at Brannock.</li> <li>• The Parent Council highlighted concerns that many parents have around SMS absence alerting. The school has reverted back to a previous process. We are hop[ing] this is better, but look to parents to get in touch to let us know if things are working better for you. We thank the school for acknowledging the anxiety that these texts have caused to parents. (especially when incorrect)</li> <li>• The Parent Council has asked the school to implement a fairer process for trip selection and cost transparency. We have been assured that that better consideration to planning will take place.</li> <li>• VL and CM attended the school holocaust event.</li> <li>• The Parent council members attended the Anne Frank exhibition.</li> <li>• PC members attended both prize giving events, proudly handing out some awards to some pupils.</li> <li>• CV represented the PC at the YPI event for S2 pupils.</li> </ul>



Date	Act	Chairperson Report (cont.)
18/09/25		<ul style="list-style-type: none"> <li>VL and KW represented the PC at the ASN review meeting last year and again at the Service improvement meeting last week.</li> <li>VL has represented the PC at all Parent consultative groups (PCG) this year.</li> <li>In collaboration with the Pupils council, the PC has raised significant concerns around the school toilets and changing facilities. Both pupils and parents are deeply concerned and much time has been spent discussing what options are available with what is often felt as bathrooms and changing facilities being inadequate and not always fit for purpose. This has been a running discussion for many years and is proving hard to make positive progress with NLC.</li> <li>The pupils council and PC have lobbied for a designated, quiet, study area for S6 pupils. This was provided last year within the Support for Learning Department. A big thank you to L.Coggell for sourcing and allocating quiet spaces for studious S6 pupils when the S4L area was being used for noisier activities.</li> <li>Canteen and Food was discussed at length in several sessions last year. The Pupils Council put several points and concerns directly to James McParland (Head Education Officer). We look forward to keeping this in view next year and hoping that we can hear positive feedback from NLC.</li> </ul>

Date	Act	Treasurers Report
18/09/25		<p>The treasurers report was prepared by AT and audited by CS. (A copy is included with these minutes).</p> <p>A big thank you goes to AT for being the treasurer for the last two years.</p>

Date	Act	Nomination for Ordinary Members
18/09/25		<p>All members present at the meeting expressed an interest in being part of the Parent Council. This was agreed by everyone present, with no concerns or objections being raised. This resulted in the following members being elected; Vicki Lavelle, Arlene Rafferty, Gordon Murray, Collette Smyth, Claire Young, Marina Lyle, Elaine Greenshields, Kirsty Walker, Mick Lavelle, Arlene Twaddle, Alyson Thomson, Jennifer Bogie, Eileen Donn, Martin Dean.</p> <p>The following people who were unable to attend the meeting were nominated and seconded also; Carol Simpson, Gail King, Cheryl McVey. There were no objections.</p>

Date	Act	Nomination of Office Bearers																				
18/09/25		<p>The nomination process moved onto Office bearers.</p> <p>The following people had made a note of interest in office bearers positions, in accordance with the current constitution; Vicki Lavelle, Martin Dean, Kirsty Walker, Alyson Thomson.</p> <p>The positions below were opened, nominated and seconded as below;</p> <table><tr><th>Position</th><th>Name</th><th>Nominated by</th><th>Seconded by</th></tr><tr><td>Chairperson</td><td>Vicki Lavelle</td><td>Kirsty Walker</td><td>Elaine Greenshields</td></tr><tr><td>Vice Chair</td><td>Kirsty Walker</td><td>Vicki Lavelle</td><td>Alyson Thomson</td></tr><tr><td>Secretary</td><td>Martin Dean</td><td>Eileen Donn</td><td>Gordon Murray</td></tr><tr><td>Treasurer</td><td>Alyson Thomson</td><td>Vicki Lavelle</td><td>Mick Lavelle</td></tr></table>	Position	Name	Nominated by	Seconded by	Chairperson	Vicki Lavelle	Kirsty Walker	Elaine Greenshields	Vice Chair	Kirsty Walker	Vicki Lavelle	Alyson Thomson	Secretary	Martin Dean	Eileen Donn	Gordon Murray	Treasurer	Alyson Thomson	Vicki Lavelle	Mick Lavelle
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Treasurer	Alyson Thomson	Vicki Lavelle	Mick Lavelle																			



Date	Act	Constitution Update
18/09/25		<p>The chair proposed a change to the constitution at the previous meeting. The proposed change was circulated to the parent forum for review. No objections were made by the parent forum during this time.</p> <p>The parent council was asked to vote on the proposed change which was carried- 10 for, 2 against.</p> <p>The essence of the change was understood to be</p> <ul style="list-style-type: none"> <li>a) A change in paragraph (5) to alter the maximum size of the parent council from sixteen to eighteen people.</li> <li>b) A change to paragraph (9) to add the requirement for all proposed office bearer to have been members of the parent council for at least one year unless there are 'unique and mitigating circumstances'.</li> </ul>

<AGM Ended 19:30>

Date	Act	Parental Engagement Plan
18/09/25		<p>A council wide parental engagement strategy plan exists, with each school able to choose aspects or areas for improvement. It was decided that 'communication' would be the selected area for Brannock HS as this affects all areas of the school/pupil/parent/carer relationship. It has been noted across almost all areas of school life that parents and carers and pupils report feeling under informed.</p> <p>In collaboration with pupils, parents/carers and the school, an improvement strategy has been proposed and agreed and will be forwarded to NLC. This plan has been attached to these minutes. It is hoped that referring to this document as the year progresses will maintain a focus on improving communication in all areas of the school.</p>

Date	Act	End of Term Sway
18/09/25		<p>VL raised a query as to whether the end of term roundup newsletter was too long for some parents to read.</p> <p>The HT listened to this and responded that it was a well liked way of communicating with the parent forum and pupils. It provides a moment to pause and look at the successes within the school. The administration to create this level of presentation on a fortnightly basis was too significant and this could not be incorporated into the current processes.</p> <p>JB mentioned that she liked the current newsletter, both in format and length - It was good to see a roundup and enjoyed the 10 minutes or so to review.</p> <p>MD indicated that he felt there was no concern in the termly newsletter, however would like to see an unformatted groupcall/email being sent on a weekly or fortnightly basis which reminded parents of upcoming school deadlines. Nothing fancy - just a quick reminder for upcoming dates and events. The HT was unwilling to commit to this at the current time due to resources.</p>

Date	Act	Concern over continued use of Social Media to communicate with Parents/Carers and Children
18/09/25		<p>The discussion moved organically into a discussion on whether the school should be using social media to communicate with parents and pupils. The view of the Parent Council is that ALL communication has to be released on Groupcall to parents BEFORE that information is released by any other media.</p> <p>MD raised a concern that that school using social media to communicate with parents (and pupils) drives a demand for social media apps to be installed on Children's devices and this drives pupils into viewing social media feeds, much of what is felt as inappropriate content for young people. It also means that the school is contributing to the demand on parents and carers to supply devices and allow social media apps to be installed. He felt to be the wrong direction for the school to be supporting. By using social media children to keep up to date with school events children, many under the age of 13, are being exposed to what could be considered inappropriate material (guns, racism etc). It was felt that this increased pressure and removes parental choice over media that their children are being exposed to.</p>



Date	Act	Groupcall for All communications to parents.
18/09/25		After a discussion on communication the Parent Council were asked to express their opinion on whether the process should be that ALL relevant communication was to be released on Groupcall/email before any media was released by other methods. There was unanimous agreement. The HT agreed with this.

Date	Act	Update from the councils service improvement plan [detailed minutes attached to these minutes]
18/09/25		<p>VL and KW attended the councils service improvement meeting facilitated by James Mc Parland and Lorraine McBride, along with about 15 attendees. It was felt that this might be a process step in the requirement to consult. The previously circulated document was read through which created discussion around some of the points. The council agreed to take the points back and consider them.</p> <p>There was talk about changing the current cluster model to 'empowered clusters' which would cause all ASN schools to be in a 'cluster' with the Brannock and Taylor clusters being combined into an 'empowered cluster'.</p> <p>The HT indicated that the LCSC is already discussing best practice with other schools to ask how they are coping and performing. This is already happening, and did not require the umbrella of a 'cluster'.</p>

Date	Act	Breakfast Club
18/09/25		<p>The HT indicated that Breakfast Club has mostly returned to normal operation under the wing of the newly hired Home Economic Teacher ;Mrs Cowan.</p> <p>The is was very warmly received news for many of the PC members, some of whom were extremely concerned at the recent erosion of this resource for pupils. It was understood that during the transition many children had gone hungry in the mornings before school and this was felt.</p> <p>The Parent Council would like to thank Lisa Crosbie for building the breakfast club and running it for about 10 years. This has been an amazing resource for many.</p>

Date	Act	Senior Phase Learning Agreement
18/09/25		Concerns were raised as to whether children should be 'signing' an agreement. There were concerns around wording. This attempt to 'tighten' an understanding quickly morphed into the discussion below on communication and college courses.



Date	Act	Communication around College Courses
18/09/25		<p>It was raised by ED that the communication around the timetabling and offering of college courses for S5 and S6 could be improved.</p> <p>It was felt that the concept 'as sold' did not match the reality that many pupils found themselves in.</p> <p>Pupils are sometimes five weeks into the term when informed that courses are not running, and are then told they will have to catchup in a subject that happens now to be in an available time-slot/column.</p> <p>Concern that some pupils were taxied to the wrong colleges, sometimes on the wrong days.</p> <p>It was a concern when college courses did not subsequently go ahead, or were cancelled, which left no contingency options with pupils finding themselves without an alternative higher value subject, and with no way to catchup with other courses that are already well underway.</p> <p>The HT responded that the scheduling of college courses was out-with the control of the school, however did agree that all pupils waiting to attend college should have a default school timetable which might also be their fallback should the college course not continue.</p> <p>This raised a question about what the considered impact might be on pupils who had chosen that 'default' subject as their premier and first choice. Would that course be impacted by people being there that were 'not interested in that subject', and what would happen if pupils leaving for college courses cause the remaining numbers in that subject to be insufficient to allow it to continue. The HT initially thought that when a subject did not have sufficient numbers it was possible it would not run. - This was felt to be unfair on pupils who had chosen that subject and then been informed maybe 10 weeks later that it would be cancelled. The discussion was hypothetical and so it was difficult to agree what might happen, however the point has been raised and discussed.</p> <p>The HT supported the idea of a 'free choice' approach, vs a more rigid/traditional column based choice.</p> <p>MD was concerned that the free choice approach was spreading the choices across many subjects which was causing numbers in traditional higher subjects to appear lower which then caused choice issues for pupils who preferred a school based curriculum.</p> <p>AT reinforced the issue around communication of choices and the misunderstanding of what partial college course curriculum might look like for some pupils.</p> <p>MD raised a query as to why NLC was providing transport for pupils to attend courses at college, but not allowing pupils to attend an alternative local school for a traditional Higher or Advanced Higher to be taught, which has been an issue raised by Parents over the last few years. - The HT responded indicating that the school was not in control of any of thee budgets or decisions.</p>



Date	Act	Additional Special Needs (ASN)
18/09/25		<p>A concern was raised around the LCSC and what was understood to be a lack of Additional Special Needs Assistants (ASNA) in with the "mainstream model". Parents of pupils within "model 1" of the LCSC received an e-mail to advise that from S2 up there were no learning assistant available to provide support in main stream classes and if pupils required any support they were to report/return to the LCSC base.</p> <p>Several questions were asked :</p> <ul style="list-style-type: none"> <li>• How many Learning Assistant do the LCSC have?</li> <li>• How many ASNA's are allocated to the intensive model (model2) and</li> <li>• How many to all the pupils following model 1 who are accessing mainstream classes?</li> <li>• How many mainstream Learning assistants do the school have?</li> <li>• At a previous meeting we were told the permanent LA position hadn't been filled which would mean we are now short</li> <li>• How many ASNA's have been allocated from the cluster model?</li> </ul> <p>The HT said that the school has advertised for four new ASNA, which would bring the total up to 12, however one was scheduled to be on leave so that number would be 11, barring further absences.</p> <p>(HT) Five ASNA's are allocated to the LCSC. (HT) There are not enough ASNA's in the pot to be able to support pupils in S2 upwards.</p> <p>VL proposed that NLC/the school has chosen to 'run' a particular model of ASNA allocation. She asked who had chosen to run this current model.</p> <p>The HT replied that there was a recommendation of 1:7 ratio of learning assistants, however the school honours a 1:6 ration which is as the council staff suggest. The HT would allocate ASNA's to houses and move them around as required.</p> <p>VL replied that in S2 there were not enough to support the current need.</p> <p>VL asked the HT to provide clear information about where ASNA's were being allocated, as the current discussions do not make it clear where the staff are being deployed within the school.</p> <p>MD intervened to try to summarise the discussion - He indicated that it was clearly apparent that there was a mismatch of expectation and understanding as to what Parents were expecting and felt they had been previously told and what they were starting to understand was happening. He suggested that a possible pathway might be for the HT provide a clear definition of what the current allocations and deployments are which would then be available for parents to discuss.</p> <p>VL and KW informed the council that they were attending a meeting with NLC in the coming few days which would hopefully make the expected allocations within the school clearer, giving them an idea of what should be possible and what was happening. (VL will forward the details to the HT)</p> <p>The HT said that the amount of 'need' has greatly increased and that it appears that the current model is not working at the moment.</p> <p>KW said that the pupils were already feeling the impact of the current process failing with availability of ASNA's for exams and support for allowing pupils to contribute to mainstream being directly impacted on a daily basis.</p> <p>JB asked about the allocation of ASN's for Learning Support. The HT confirmed that someone had been offered an ASNA role to be allocated to Learning Support, and that the school was waiting for PVG paperwork to be processed.</p>



Date	Act	LCSC Model 1 Communication with Parents in Decline.
18/09/25		VL raised a concern that communication between the LCSC and the model 1 parents is in decline. Parents are saying that communication is declining. Pupil diaries are no longer being completed as the school is saying that "staff don't have the time". Parents saying that emails go unanswered or not acknowledged and that parents are complaining that standard paperwork, such as GIRFMEs, are not being updated or shared with parents. It was noted that there are very few, if any, TAC (Team around the child) Meetings. It was asked whether updating of the GIRFME plans was a priority and whether these documents were being routinely shared with all school staff to assist the pupils reaching their full potential. ("Without the GIRFMEs being updated how can any staff meet the need of a pupil as they won't know what these needs are?")

Date	Act	Changing Rooms
18/09/25		<p>Concerns have been raised over number of girls in the changing room, relating to dignity and physical lack of space. It was said that there is insufficient storage space with pupils having to leave their clothes and belongings on the floor.</p> <p>A maintenance officer and health and safety officer visited the school last term to review the changing facilities. The HSO advised that the facility could accommodate 20 pupils at any one time based on the floorspace. The HSO advised that a risk assessment wasn't necessary however planning and timetabling should be reviewed to ensure that it doesn't operate over capacity. The council officially responded to the complaint and was told that the council would work with HT to review possible solutions and made assurances that the schools timetabling had been reviewed to take account of the current capacity advice.</p> <p>The HT said at the meeting that he was unaware of any discussion with the council - this seemed not to tally with the details of the previous complaint which suggests that the HT was involved.</p> <p>During the current term there have been situations where at least 30 pupils were asked to get changed for and later the same day about 40 were asked to change, which is double the advised capacity.</p>

<Meeting Ended 20:45>



# Brannock High School PTA

Account Period 01/08/24 - 31/07/25

Carried Forward from  
31/07/24 220.00

## Income

Date	Amount	Description
15/10/2024	15.00	Stall - Christmas Fayre
17/10/2024	15.00	Stall - Christmas Fayre
22/10/2024	15.00	Stall - Christmas Fayre
22/10/2024	15.00	Stall - Christmas Fayre
28/10/2024	15.00	Stall - Christmas Fayre
30/10/2024	80.00	Fundraising
15/11/2024	15.00	Stall - Christmas Fayre
25/11/2025	20.00	Donation - Christmas Fayre
16/12/2024	466.00	Fundraising - Christmas Fayre
11/02/2025	28.53	Easy Fundraising
25/02/2025	36.80	Fundraising - Christmas Fayre
Total	721.33	

## Expenditure

Date	Amount	Description
05/11/2024	40.00	Cheque 3 - NLC Society Registration
25/11/2024	150.00	Prizes for Christmas Fayre
16/12/2024	15.00	Refund for stall at Christmas Fayre
18/03/2025	4.25	Bank Account Service Charge
22/04/2025	4.94	Bank Account Service Charge
15/05/2025	300.00	Prom Donation
19/05/2025	4.25	Bank Account Service Charge
17/06/2025	4.25	Bank Account Service Charge
21/07/2025	4.25	Bank Account Service Charge
Total	526.94	

Balance as at 31/07/25 414.39

Choose selection of questions from above (eg)	How are we doing?	How do we know?	What are we going to do now?	When are we going to do it?
<p>How clear and regular is our communication with parents/carers?</p> <p>What channels are being used for communicating with parents? Are these channels accessible for all parents? Are alternative forms of communication used for parents who require it?</p> <p>How regular is communication with parents?</p>	<p>-Communication is sporadic</p> <p>-Communication comes out to parents through too many channels</p> <p>E-mail/text/multiple x/multiple insta accounts.</p> <p>-Communication that should be for parents/carers is often shared with pupils via various x /insta accounts which relies on the pupils sharing it with parents.</p> <p>-Newsletters are once every term which results in them being long resulting in a lot of parents not reading them.</p>	<p>-Parent feedback</p> <p>-Discussions at PC meetings – there has been numerous issues raised at meetings around communication (lack of, frequency, channels that are used to communicate) Despite this feedback is appears not much has changed. Senior management seem to be using groupcall as their main source of communicating but it would appear this message hasn't reached the staff or middle management with many still using social media to</p>	<p>-have one clear path of communication with parents that is accessible by all parents E.G groupcall.</p> <p>-Limit the number of X/insta accounts that share whole school information and ensure any relevant information going out through these channels also goes out via groupcall.</p> <p>-Ensure all information is shared with parents and not reliant on pupils going home and sharing it.</p>	

<p>Do parents know how to communicate with the school?</p>	<p>-There is little communication with parents about timetables and college courses and is often reliant on the parent chasing the information</p> <p>-Parents feel they are often needing to clarify who there point of contact is and how they contact with this member of staff.</p> <p>-Parents feel that when communicating with the school they are then needing to follow with this as staff aren't proactive in contacting them.</p>	<p>share information with what appears to be pupils rather than parents.</p> <p>-Feedback and discussions at meetings as well as the PC receiving communication from Parents asking for advise as to how and who they can contact in the school regarding various issues.</p>	<p>-Create a calendar of communication for the year to ensure information is shared at relevant times</p> <p>-Newsletter on a more regular basis cutting the amount of information that is shared at one time.</p>	
<p>Do PC communicate with parents on a regular basis and provide information to the PF on how they can be contacted?</p>	<p>-PC communicate monthly with parents via groupcall for information about meetings and events.</p>	<p>-Evidence of e-mails being sent.</p> <p>-Up to date minutes and agendas emailed to the PF and updated on the</p>	<p>-PC will continue to share information via their website and Facebook page.</p> <p>-PC will continue to update parents on PC</p>	

	<p>-PC share information on their Facebook page which allows parent interaction.</p> <p>-PC ensure their website is up to date with any relevant school information and PC contact information. The website details are shared at least once a month with the Parents via groupcall.</p>	<p>Website after every meeting.</p> <p>-Feedback from parents.</p>	meeting dates/ minutes via monthly groupcall.	
How well do we collaborate with other council services to communicate with parents/carers on wider supports/issues?	<p>-Sharing information from the council on wider education issues e.g transport changes and holiday consultation</p> <p>-Sharing information from community groups about local events and groups</p>		Continue to work with community groups and the council to share any relevant information or upcoming events.	

#### RAG System

Red- no evidence   Yellow – Some evidence   Green – Working well   Purple- Working very well

**Parental Involvement and Engagement Audit Toolkit**

School \_\_\_\_\_ Completed by \_\_\_\_\_ (School) \_\_\_\_\_ (Parent Council)

Date Completed/returned \_\_\_\_\_ Date for Planned Review \_\_\_\_\_

When completed please return to Catherine Sweeney [SweeneyCa@northlan.gov.uk](mailto:SweeneyCa@northlan.gov.uk) by 30<sup>th</sup> September 2025

## PCG meeting Wednesday 8<sup>th</sup> October

### Attendees:

- Gillian Goldie
- Yvonne McBean
- Alan Shields
- Lorraine McBride
- Stacey Stevenston

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### 1. Background

The Additional Support Needs (ASN) service continues to build on the improvement programme launched in 2019, aimed at strengthening provision for children and young people with additional needs. The service has now entered **Phase 2**, focusing on improving workforce capacity, mainstream support, and stakeholder engagement, while continuing to invest in the ASN estate and staff development.

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### 2. Progress and Investment to Date

- **Learning Assistants:** Over **1,000 Learning Assistants** are now in post across the ASN service.
- **New NLC Level 2 Learning Assistant Posts** provide clear progression opportunities and reflect the increasing complexity of pupils' needs.
- **Modern Apprentices: Five Modern Apprentices** are currently working and studying within the ASN estate.
- **Professional Development: 45 teachers** are undertaking **Inclusive Education postgraduate study** with the University of Glasgow.
- **Training Calendar:** Ongoing training is available to Learning Assistants to strengthen inclusive practice.
- **Policy Implementation: Phase 1 of the Dysregulated Behaviour Policy** has been rolled out, promoting consistency in support approaches.
- **ASN Estate Investment:**
  - **Bothwell Park and St Aidan's LCSC** now based at the **Edward Lawson Centre**.

- **Mavisbank** relocating to **Carnbroe site** with **Glenburn College**, supporting vocational learning.
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### 3. Outreach and Mainstream Support

- Continued investment in **ASN Outreach staff**, based within **We Aspire College**, to build mainstream capacity.
  - **93% of children with ASN** are educated in mainstream schools; focus remains on strengthening in-school support through **ASN** and **SEN Outreach**.
  - **No Limits Programme**: Through North Lanarkshire Council's **No Limits** initiative, **dedicated job coaches** assist ASN young people in moving towards employment, training, or further education.
  - **Pathway Development**: A key focus of improvement work has been refining learner pathways and transitions.
  - **Impact**: Targeted staff training and outreach have contributed to a **reduction in exclusions** across ASN learners.
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### 4. Stakeholder Engagement

**Alan Shields** addressed feedback from parents and carers who felt their concerns were not always being heard.

- The Council is committed to a **two-way process** of engagement — recognising that while not every suggestion can be implemented, all feedback will be **valued and respected**.

**Yvonne McBean** outlined the service's engagement priorities:

- Strengthening **communication, collaboration, and trust**.
  - Ensuring **young people and families come first** in all decision-making.
  - Making information **accessible and available in different formats**.
  - Being transparent about **how feedback has shaped decisions**.
  - Working closely with **NHS partners** and other agencies to ensure joined-up support.
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### 5. Consultation Process

- An **initial consultation** was issued to parents and carers about proposed ASN service changes.

- A further consultation is being developed to ask parents and carers:
  1. **What would you like to be consulted on?**
  2. **How would you like to be consulted?** (meetings, surveys, newsletters, online platforms, etc.)
  3. **How frequently would you like to be consulted?**
- Feedback will be gathered, compiled, and shared with the **Parent Council Group (PCG)** as part of an ongoing consultation cycle.
- **Presentation slides** are being shared, and participants were encouraged to pass these to their **wider parent forums**.
- A **QR code** will be considered as an easy and effective way for parents and carers to **access surveys, consultation forms, or presentations** quickly.
- Those on the call were encouraged to **share the consultation form and presentation** with their networks to ensure broad participation.

#### Next Steps:

- The **ASN progress paper** will go to **Committee in November**.
- **If approved**, the service will return to parents and carers to outline **what will happen next** and how their feedback will shape implementation.

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## 6. Discussion and Questions

### Question :

93% of pupils are in mainstream education, and a third of her school's pupils have ASN, but schools don't always receive direct communication from NLC. Will all schools be included in future updates?

### Answer:

This is a key takeaway for us. We're developing a **communication strategy** to ensure a clearer **strategic direction** and stronger links with **all schools and nurseries** — while avoiding information overload.

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### Question:

Given the large number of parents across North Lanarkshire, how can we ensure everyone's voice is heard effectively?

### Answer:

We want to get communication right. The approach will include a **"You Said, We**

**Did''** model to show how feedback leads to action. Updates will be shared across **multiple platforms** (meetings, newsletters, and online forums).

**Alan Shields:**

This is part of the **five-year ASN plan**, and there are **other routes for feedback**, such as **Parent Councils (PCs)**. Constructive feedback is always welcome if the process isn't working as planned.

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## **7. Additional Updates**

### **PVG Guidance**

- The best sources of advice on PVG registration are **Connect** and **Volunteer Scotland**.
- Attendees were asked if their members had been able to **register with Volunteer Scotland** successfully.

### **Connect Membership**

- All schools should now be registered with **Connect**, which includes **insurance coverage** for Parent Councils.
- This membership provides valuable **resources and support**, and it is hoped that **Parent Councils find it helpful**.

### **Parent Council Budgets**

- Annual Parent Council (PC) allowances were confirmed as follows:
  - **Primary schools:** £478 plus £0.23 per pupil
  - **Secondary schools:** £328 plus £0.23 per pupil
- This funding sits within each school's budget and can be used for **clerical fees, administration costs, stationery, and meeting lets**.

### **Parental Engagement Strategy**

- The **Parental Engagement Strategy** has been **extended to the end of October**.
- Schools are required to submit a **joint plan**, even if it contains only one key action.
- Engagement should remain a **standing agenda item each month**.
- At the **start of the next session**, an **evaluation** will be requested to assess progress.

### **ICT Update**

- ICT rollout is being managed corporately by the **Technical and Digital Team**, not Education.
  - A **corporate plan with budget and timeline** is in place, and updates will continue to be shared as progress is made.
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## **8. Youth Voice**

The service continues to ensure that **young people's views** are heard and reflected in ASN planning. This includes developing stronger **youth participation models** in schools and outreach settings.