

Document 21 - b) STEP letter to DFM following meeting on 15 March 2017

From: [Redacted s.38(1)(b)]  
Sent: 22 March 2017 13:50:05  
To: Public Engagement Unit  
Subject: FW: Follow up from STEP Meeting

Attachments: STAG Scotland Terms of Reference.pdf, STEP Follow Up from Meeting 15 March 2017.pdf

Hi,

For MACCS, MR please.

Thanks,  
[Redacted s.38(1)(b)]

[Redacted s.38(1)(b)]

Deputy First Minister of Scotland and Cabinet Secretary for Education and Skills |  
Scottish Government | St Andrew's House | Edinburgh | EH1 3DG | E:  
xxxxxx@xxx.xxxx<mailto:xxxxxx@xxx.xxxx>

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From: [Redacted s.38(1)(b)]

Sent: 15 March 2017 17:58  
To: Deputy First Minister and Cabinet Secretary for Education and Skills  
Cc: [Redacted s.38(1)(b)]; [Redacted s.38(1)(b)]; [Redacted s.38(1)(b)]; [Redacted s.38(1)(b)]  
Subject: Follow up from STEP Meeting

Dear [Redacted s.38(1)(b)],

Please find attached correspondence following our meeting today. I would be grateful if you could pass this to Mr Swinney.

Warm regards,

[Redacted s.38(1)(b)]

[Redacted s.38(1)(b)]  
[Redacted s.38(1)(b)]  
[Redacted s.38(1)(b)]

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[Redacted s.38(1)(b)]  
Email:  
[Redacted s.38(1)(b)]

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## **STEP ADVISORY GROUP SCOTLAND - TERMS OF REFERENCE (Draft)**

STEP exists to provide children aged 8-13 with a better chance of succeeding at school. The founders and investors in STEP are all people who have had experience either themselves or of someone close to them of struggling at school and whom, in finding their own success want to enable those children in a similar position to do the same.

### **Functions and Objectives of the Group**

- To guide STEP as an organisation to ensure that it is best prepared to meet the physical literacy development needs of children across Scotland and is driven by those needs.
- To assist STEP in forming collaborative relationships that will enable all children who would derive benefit from the Programme the ability to access it.
- Where financial resource is a barrier to accessibility for pupils who would derive benefit from the Programme, to assist STEP in identifying charitable funding sources to overcome this.
- To assist STEP in identifying organisations that it should be working in collaboration with to support a mutual agenda of providing children with the skills needed to be happy, confident learners.
- To review STEP's organisational practice, policy and guidance to ensure it meets legal requirements, specifically around the safeguarding of children.
- As STEP grows to define its philanthropic objectives.

March 2017

These terms of reference will be reviewed and agreed by all members of the group at the first meeting in May 2017.



Mr John Swinney  
Deputy First Minister and Secretary for Education  
Via email

15 March 2017

Dear Mr Swinney,

On behalf of all of us at STEP I would like to thank you for your time today. We are delighted that you feel positively about the STEP Programme and are happy to assist us in enabling head teachers across Scotland to find out more about the benefits and assess whether it would complement their school improvement strategies.

I believe we agreed four main action points today:

- 1) That we would make arrangements for you to accompany [Redacted s.38(1)(b)] on one of his primary school visits to see how STEP works within the school day and hear from the classroom assistants and pupils involved what their impressions of the Programme are. I will liaise with [Redacted s.38(1)(b)] to facilitate this.
- 2) You kindly agreed to write to the education authorities to introduce STEP and ask them provide a forum for us to meet with their head teachers. We are extremely grateful and will look forward to hearing that this correspondence has been despatched so that we can follow up appropriately.
- 3) You suggested we should meet with Graeme Logan at Education Scotland to learn more about the creation of a catalogue of evidence based strategies to raise attainment. We would be very happy to be introduced to him and action this suggestion.
- 4) The STEP Advisory Group for Scotland would be delighted to include a nominee of your choice. The terms of reference are enclosed and the commitment is to three meetings each year, one in each school term.

We will look forward to updating you as appropriate and in due course with providing you with the pupil improvement data of those children taking part in STEP. We are delighted to be working in unison towards a mutual goal of removing learning barriers and providing better educational outcomes for children across Scotland.

Yours sincerely,

[Redacted s.38(1)(b)]

[Redacted s.38(1)(b)]