

# Calderhead HS Parent Council

Minutes

Thursday 2<sup>nd</sup> November 2023



	To be Actioned By:
<p><b>Present</b> Audra MacPhee, Lorraine Ivory, Gordon Muir, Lynn Prentice, Corrina Campbell, Maxine Paterson, Jennifer Telfer, Colin Shearer, Cllr Hughes, Cllr Leckie, Gordon Graham, Edward Ford, Ellyn MacPhee, Keir Campbell, Ellie Hamilton, Neve King.</p>	
<p><b>Apologies</b> Apologies received from John Robertson, Kyrstie Cowell, Kirsteen Boyd, Amada Barr and Lisa McAllister.</p>	
<p><b>Welcome</b> Audra welcomed everyone to the meeting and introductions were made for the benefit of new parents and our senior pupils. Minutes from last meeting, October 5<sup>th</sup> 2023, were approved (AM) and seconded (JT).</p>	
<p><b>School Captains 2023/2024</b> It was great to have Ellyn MacPhee, Keir Campbell, Ellie Hamilton and Neve King presenting on their role as School and Vice-Captain.</p> <p>They took us through the selection process for these roles, gave information on the wider senior pupil team including house captains and prefects and talked about the opportunities (and challenges) so far from their roles.</p> <p>We heard about the activities that they have been involved in to date including captain assemblies, shoebox appeal, 6k run for St Andrews Hospice and MacMillan coffee morning. They outlined their plans between now and the end of the year including the Talent Show for Children in Need and some Christmas Events.</p> <p>We were interested to hear about other opportunities for senior pupils in the form of projects such as S6 yearbook and prom committee. In addition, they help out with buddies and peer tutoring.</p> <p>We heard that the captains had stayed on for S6 to gain extra qualifications and will capitalise on the opportunity the captain role presents in respect of organisation skills, leadership, time management, public speaking etc. It was great to hear that our captains all plan to move on to further education after their time at CHS and we wish them all the very best with this.</p> <p>Parent Council have offered to support their activities and so if any parents / carers have contacts at local companies who would like to sponsor the S6 yearbook please get in touch. Likewise, if anyone can help with fundraising ideas, they would be grateful of any help.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"><li>1. Review selection process for senior pupils</li><li>2. Allocation of workload senior pupils (shoebox appeal)</li><li>3. Buddies – can S2 and S3 attend sessions?</li><li>4. Can the talent show be recorded and circulated to parent forum?</li><li>5. Parental help – sponsorship, fundraising and volunteers</li></ol>	<p>GG GG JR JR AM</p>

## Headteacher Report November 2023 (Copied HT Report)

### Staffing

Evelyn Abernethy, Art and Design has been absent since March. The plan is for her to begin a phased return from 21<sup>st</sup> Nov, phased over 4 weeks. By using accrued leave this may be extended into 2024.

We have an ASNA vacancy, disappointingly I still have not been given a timescale for an appointment process.

### Validated Self Evaluation

We have received the first draft of the VSE report. It was discussed at our Senior Leadership Team Meeting and returned with comments. It was very positive and recognised many strengths within the school. It also highlighted the need to develop formative assessment across the school and for all year groups.

### Moderation in the Broad General Education Project

We have been working with Brannoch HS, Kilsyth Academy and Braidhurst HS since May 2023. This has been driven by the four HTs in order to build capacity for improvement in their schools. We have sourced a retired very experienced HMI (previously a Secondary HT) to act as an advisor. The four HTs have had several meetings to agree the objectives and draw up a high-level plan. We have agreed this is a 3-5 year project and each school has nominated a DHT to take things forward. Graeme Russell as DHT with Learning and Teaching on his remit is our representative. We have kept NLC informed of our plans. This project will initially look at improving formative assessment within each unit of work. This is something we had identified prior to the VSE.

### Attendance

Pupil absence continues to be a concern. This is a concern across the UK and beyond. The current mean absence per day at Calderhead is now:

S1 (113)	S2 (92)	S3 (113)	S4 (111)	S5 (87)	S6 (42)
10.23%	19.18%	21.06%	23.70%	25.69%	25.15%

Linda McLuckie will make follow up phone calls, initially three days a week until the end of the 2023. This started this week.

### Opportunities for Personal Development

S4 Outward Bound Residential trip is taking place 17<sup>th</sup> - 19<sup>th</sup> November at Loch Eil.

### Attainment Reviews

Every year I ask that each Faculty review their attainment from the previous session. These have been an integral part of self-improvement. These started before the October holidays and should finish next week. An emerging theme is a concern about the SQA courses returning to pre Covid Assessments this session. This includes the reintroduction of assignments and an increase in activities and topics being assessed for National 4 to Advanced Higher.

### School Maintenance

There are a number of issues that our Facility Officers are dealing with just now. One sewage pump is not working and is beyond repair, the other is barely working. The heating within the school is not working in large parts of the building, the main entrance door is in need of repair, the leak in the Humanities Store cupboard has not been fixed, for the last 2 years the Facility Officers empty large buckets of rainwater on a weekly basis, the rain harvester system is not working and is currently been overridden. All of these have been reported by the Facility Officers and some action has been taken on all of them. I hope to report in December that they have all been fixed.

<p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. ASN vacancy – contingency plan given vacancy (JR).</li> <li>2. Contact NLC regarding building maintenance issues CHS.</li> <li>3. Follow-up on family engagement support assistant posts.</li> </ol>	<p>AM Cllr L Cllr H</p>
<p><b>Parent Council Update</b></p> <p><b>Parental Engagement Strategy</b> The working group met in October to review progress – at least one more revision is expected prior to the strategy being ready to be presented to the Education Committee for approval.</p> <p><b>CHS Parent FB Page</b> Currently sitting at 211 members. Getting good traffic to the page and interaction through this. Looking to recruit as many parents as possible.</p> <p><b>Blythswood Care Shoebox Appeal</b> Thanks to all parents and carers who donated to the Shoebox Appeal that the Captains led. It was good to be able to put the FB group to use for this appeal and great to see the response to posts requesting help with the project. Thanks to Corrina Campbell who helped with wrapping shoeboxes. Thanks to Calderhead Erskine Church (Shotts &amp; Allanton) for their support in donating to this appeal.</p> <p><b>FB Poll</b> At our October meeting we discussed alternating the night of the week our PC meetings run to attract more parents. Response to the poll was low - Wednesday / Thursday evening were the most popular so we will leave our meeting dates as per planned calendar for 23/24 and reassess in the future.</p> <p><b>AGM</b> Our AGM is Thursday 7<sup>th</sup> December at 18:00. We have been running without a secretary for much of 2023 as Susan Duncanson confirmed that she is unable to continue with the role due to work commitments.</p> <p><b>Future Meetings</b> We briefly touched on topics for future meetings. This can be picked up post AGM but some of the suggestions were presentations from Pupil Support and Support for Learning.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. Invite friends / family with pupils at CHS to join FB group.</li> </ol>	<p>ALL</p>
<p><b>AOB</b></p> <p><b>Supported Study Timetable</b> Supported study timetable has just been made available and will be forwarded to the parent forum via the FB group.</p> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>1. Supported study timetable to be posted on FB group.</li> </ol>	<p>AM</p>
<p><b>Next Meeting</b> Next meeting is the CHS Parent Council AGM on Thursday 7<sup>th</sup> December 2023 at 18:00 Calderhead HS – all parents / Carers of pupils at CHS are invited.</p>	