

Calderhead HS Parent Council

EGM Minutes

Wednesday 5th November 2025



	Actioned By:
Present Audra MacPhee, Gordon Muir, Edward Ford, Colin Shearer, Lisa McAllister, Cllr Leckie, Cllr Hughes, Cllr Quigley, Jennifer Di Mambro.	
Apologies Apologies received from Moira Williams, Cllr McCulloch, Jemma Millar, Cristina Radulescu, Maxine Paterson, Kirsteen Boyd, Kimberley Hillan, Denise Dickson.	
Welcome Audra MacPhee welcomed everyone to the EGM where revisions to our constitution and code of conduct were proposed. Minutes from last PC meeting circulated. Approved – Gordon Muir, seconded – Edward Ford.	
PC Business 1. Adoption of Constitution and Code of Conduct After reviewing the existing constitution and code of conduct at our meeting in October the committee had proposed some revisions. These revisions were recorded and drafted for approval. Both constitution and code of conduct were adopted unanimously by the parent council members in attendance. Code of conduct to be completed by all parent members. 2. Treasurer Position Given previous discussions around funding the committee had added a treasurer position to the revisions for constitution. As we move forward with any fundraising this position will need to be filled. If anyone is interested in this role please get in touch. 3. PVG Following previous discussions on whether PC members need to hold PVG for PC work, clarification has been sought and we have had confirmation that PVG's will not be needed based on current working practice of PC members at Calderhead. This should be reviewed moving forward should there be any change to PC roles / work.	ALL
Pupil Positive Destination Event – Thursday 27th November This event is running alongside the S5 / S6 parents evening. It would be great if some PC members could attend to help out. If you can help please get in touch.	ALL
Christmas Fayre – Saturday 13th December Parent helpers required for this event. A suggestion was made that PC runs a hot dog stand at the event – TBC. If you can help out please get in touch.	ALL
Headteacher Report Staffing We welcome Kerry Holmes to the school as 0.4fte Office Manager. Accommodation Pupil Support have moved to the ground floor of the building, central for all young people. School Calendar - November Inset Day – 17 th November P7 Parent/carer Information Evening – 18 th November at 6-8pm	

Pupil Positive Destination Event 3-5.30pm S5/6 Parents Evening 4.30-6.30pm 27th November
S4 Prelims – Wednesday 28th November

Christmas Fayre

Our senior pupil leadership team are once again organising a Christmas Fayre on Saturday 13th December 11-2pm. All support is welcome.

Sponsorship

Following on from our previous conversation our S5/6 Fundraising Ambassadors will take on the responsibility of contacting local businesses to request sponsorship of events such as the Awards Ceremony, School Show, yearbook etc. Sponsors will be publicised through the newsletter, website etc.

Parental Engagement

The Newsletter was issued on 3rd November

The school website is in the process of being refreshed.

Celebrating Success

Flynn Bryson and Logan Waters, - World Solo Drumming Championships.

Flynn - National Youth Pipe Band of Scotland's senior band.

Myren MacPhee - 6k St Andrews Hospice: fourth consecutive top 3 finish

Darcy Wilson - successfully voted in as one of the MSYP's for Airdrie and Shotts.

Audra MacPhee - Provost's Award for Community Volunteer 2025

Parental Engagement Update

The NLC parental engagement policy was recently revised and adopted by committee in May 2024. The policy is now being rolled out across the authority with schools being asked to focus on key areas to improve parental engagement and to track performance against these areas.

3 areas have been agreed for Calderhead, namely around communication, response and events. We will review progress at our regular PC meetings. Formal review will take place annually.

Parental Involvement and Engagement Audit Toolkit

School: Calderhead HS Completed by: Jennifer Di Mambro (School) & Audra MacPhee (Parent Council)

Date Completed: 24/10/25 Date for Planned Review: October 2026

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?
How effective are communication channels at delivering critical school and student specific information across the domains of education / support for learning, attendance / wellbeing, success / celebration?				
What steps could be taken to make it easier or more appealing for parents / carers to provide feedback and / or engage in dialogue after receiving feedback or contact with the school?				
How successful are our positive destination related school events (e.g. study skills workshops, DYW, careers events) in maximising attendance among target parent groups and driving specific parental actions and / or follow-up engagement?				

† RAG System

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

Fundraising It was agreed that it will be unlikely that PC will be involved in typical fundraising but instead use local contacts within the community to attract sponsorship / partnership and perhaps search out other sources of funding. Parent Council already has a list of local companies from a previous event but if anyone has any contacts that might be useful please get in touch and we will add these to the list. The possibility of funding from other sources might be explored.	ALL
PC Planning Over the next few months in addition to our meeting in December (Thursday 4th) there are 3 events within the school that we are hoping to be able to support by PC members attending: • P7 Parent / Carer Information Evening 18th Nov 6-8pm • Pupil Positive Destination Event 3-5.30pm + S5/6 Parents Evening 4.30-6.30pm 27th Nov • Christmas Fayre Saturday 13th Dec 11-2pm If you are available on any of these dates and would be able to help please get in touch.	ALL
AOB No other business.	
Next Meeting Next meeting is Thursday 4th December 2025 at 18:00, Calderhead HS – all parents / carers of pupils at CHS are invited to attend.	