

# Calderhead HS Parent Council

## Minutes

Thursday 11<sup>th</sup> December 2025



	Actioned By:
<b>Present</b> Audra MacPhee, Gordon Muir, Edward Ford, Colin Shearer, Lisa McAllister, Jemma Millar, Kimberley Hillan, Denise Dickson, Cllr Leckie, Cllr Hughes, Myren MacPhee, Maxine Paterson, Jennifer Di Mambro.	
<b>Apologies</b> Apologies received from Moira Williams, Cllr McCulloch, Cristina Radulescu, Kirsteen Boyd, Cllr Quigley	
<b>Welcome</b> Audra MacPhee welcomed and thanked everyone for attending in this busy run up to Christmas. Special welcome to Myren MacPee, our School Captain. Minutes from last PC meeting circulated. Approved – Gordon Muir, seconded – Edward Ford.	
<b>Headteacher Report</b>  <b>Inspection</b> Inspection took place 1 <sup>st</sup> December – 5 <sup>th</sup> December. Team of 11 inspectors 6 x Quality Indicators from How Good is our School 4 & Safeguarding <ul style="list-style-type: none"> <li>• Leadership of Change</li> <li>• Curriculum</li> <li>• Learning, Teaching &amp; Assessment</li> <li>• Partnerships</li> <li>• Ensuring Equity, Equality &amp; Wellbeing</li> <li>• Raising Attainment &amp; Achievement</li> </ul> Prepare a Self-Evaluation document on each QI and evidence folders.  Arrive Monday lunch – meet with all staff. SLT present Self-Evaluation document to panel Meetings: QI 1.3 – Teaching focus group 6-8 QI 1.3 - PT focus group 6-8 QI 1.3 – Pupil focus group 6-8  QI 2.3 – Teaching staff focus group 6-8 QI 2.3 – BGE pupil focus group 6-8 QI 2.3 – Senior pupil focus group 6-8  QI 3.1 – Pupil Support PTs QI 3.1 – Staff focus group 6-8 QI 3.1 – BGE pupil focus group 6-8 QI 3.1 – Senior pupil focus group 6-8 QI 3.1 - Health & nutrition - staff focus group 6-8 QI 3.1 - Health & nutrition – pupil focus group 6-8 QI 3.1 – Partners focus group 6-8  QI 2.7 – Partnerships, DYW, College, employers	

<p>QI 2.2/2.7 – Staff focus group</p> <p>QI 2.2/2.7 - Achievement &amp; partnerships, work experience</p> <p>3 x Safeguarding Meetings</p> <p>Non-teaching staff - focus group 6-8</p> <p>Lead for Literacy/Numeracy - 1 period each</p> <p>Individual meetings with every PTC</p> <p>19 x SLT meetings</p> <p>Drop-in sessions x14</p> <p>Parent/carers focus groups</p> <p>Observed classes Monday pm -Thursday am</p> <p>Surveys to:</p> <p>All staff in school</p> <p>Partners</p> <p>Pupils</p> <p>Parents/carers</p> <p>Feedback given to SLT on Friday 5<sup>th</sup> Dec.</p> <p>Quality Assurance Procedures now take place</p> <p>– final School Improvement Report &amp; summarised letter will be issued in February.</p> <p>Some high-quality messages around:</p> <ul style="list-style-type: none"> <li>• Senior Leaders, staff and young people feeling empowered and enthused to lead change.</li> <li>• Relationships between young people and staff are highly positive.</li> <li>• A calm, respectful environment.</li> <li>• Values are evident</li> <li>• Effective work with a range of partners.</li> <li>• Focused approaches to raise attainment.</li> </ul> <p>The full experience was a wonderful example of our value 'community' at its best – everyone pulling together and wanting the best outcome for our school, young people &amp; staff.</p> <p><b><u>School Calendar – December</u></b></p> <p>S4 Prelims – Wednesday 28<sup>th</sup> November – Thursday 11<sup>th</sup> December</p> <p>Results being collated by C MacKay.</p> <p>Christmas Ceilidhs – Wednesday 10<sup>th</sup> Dec – p7 &amp; Thursday 11<sup>th</sup> Dec – S1-3</p> <p>Christmas Lunch – Wednesday 10<sup>th</sup> Dec</p> <p>Christmas Fayre – Saturday 13<sup>th</sup> Dec</p> <p>Christmas Service – Wednesday 17<sup>th</sup> Dec. This event will be led by our seniors</p> <p>Christmas movie &amp; karaoke – Thursday 18<sup>th</sup> Dec</p> <p>S5/6 Prelims - January</p> <p><b><u>Parental Engagement</u></b></p> <p>The Newsletter was issued on 1<sup>st</sup> December.</p>	
<p><b><u>Parental Engagement Update</u></b></p> <p>We have focussed on 3 key areas to improve parental engagement and will track performance against these areas, namely communication, response and events at each PC meeting.</p>	

<b>Parental Involvement and Engagement Audit Toolkit</b> 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  Parental engagement over the past month as follows: <ul style="list-style-type: none"> <li>• P7 transition event</li> <li>• Positive destination event / parents evening</li> <li>• HMIE – parent focus group and PC Chair interview</li> <li>• HT newsletter</li> <li>• Communication of events / information / successes from school via email, X, Instagram and from PC via FB / X</li> </ul>					
<b>Fundraising</b> Easyfundraising has been launched for the school. It is working away and funds are starting to come in. Slightly disappointing uptake for a school of our size in that only 35 people have joined as supporters and of those some are pupils. Of the 35 who have joined only 17 have accrued any funds from their spending. A total of £82.77 has been earned to this point, a period of around 5 weeks. Communication has been sent out to local businesses to ask them to sign up as supporters for CHS. The committee have agreed that the first payout from Easyfundraising due in February will be paid into the school account. Given the limited uptake to date we will look at the following: <ul style="list-style-type: none"> <li>• Continue to publicise Easyfundraising – parents / carers, pupils, wider community.</li> <li>• Regular updates on funds generated.</li> <li>• Promote the donation reminder to ensure those who have joined are earning for us.</li> <li>• Promote Easyfundraising at Christmas Fayre.</li> </ul>					AM
<b>Christmas Fayre</b> Myren MacPhee outlined plans for the Christmas Fayre this coming Saturday, 13 <sup>th</sup> December. The Fayre will be open from 11-2pm, there are 32 stalls booked. Stall holder set up is from 10am. Prior to stall holders arriving the social area needs to be set up with tables etc. The senior pupils would be most grateful to anyone who can help with this and also the break down at the end of the day. Gordon Muir has very kindly offered to run a hot dog stall and will source supplies for this. Thanks to everyone who has donated towards covering the cost of the hotdogs. This should mean that our donations cover the outlay with any funds raised going straight to the school fund. Thanks also to those who have offered slow cookers / warmers for the event.					ALL

<p><b>2026 Planning</b></p> <p>Some discussion around events for next year – options evening / study skills – TBC.</p> <p>Request for items / topics for PC agenda 2026 – support for learning was an area that was flagged earlier this year but that we hadn't managed to get around to. If anyone has any ideas / requests please get in touch.</p> <p>Jemma Millar suggested bringing the S1 parents evening forward in the calendar. This would help new S1 parents / carers and settling of S1 pupils. It could also help promote better parental engagement.</p> <p>Maxine Paterson to send out support information for Maths. Audra MacPhee to distribute</p>	<p>ALL JD</p> <p>MP / AM</p>
<p><b>AOB</b></p> <p>Edward Ford raised concerns about the school toilets. More specifically the girls toilets in respect of sanitary products being positioned out with the cubicles. The school are glad of the toilet design as it allows staff to have visibility of any untoward behaviour in the toilets.</p> <p>Young people who feel they cannot use the toilets can use the accessible toilets across the school building. There are concerns about sanitary products being located in cubicles due to vandalism, waste of products etc.</p> <p>Myren MacPhee mentioned some work that had been done previously by pupil council around holders for sanitary products within cubicles.</p> <p>Jennifer Di Mambro to meet with pupil council in the new year to move this forward.</p>	<p>JD</p>
<p><b>Next Meeting</b></p> <p>Next meeting is Wednesday 4<sup>th</sup> February 2026 at 18:00, Calderhead HS – all parents / carers of pupils at CHS are invited to attend.</p>	