

DCHS Parent Council Meeting at school and online via Teams

Monday 12 May 2025 from 7.30pm

Parent Council Annual General Meeting

(Parent Council meeting minuted separately)

MINUTES

Next meeting will be Wednesday 3 September, 6.30-8pm

Attending

In person: Simon (chair); Rachel (Treasurer); Abi (Secretary); Val, Ian, Claire, Anne
Rachel Robertson (head teacher)

Online: Jenni; Elizabeth
Virginie Potier (teacher)

Apologies

Rosalind

AGENDA ITEM	COMMENTS
1. Approve minutes from the last AGM	Simon proposed approval; Rachel R seconded.
2. Chair's Annual Report	Simon presented his report
Drummond Community High School Parent Council - Chair's Annual Report 2024–25	
Presented at the AGM – Monday 12 May 2025	
It's been a busy year for the Drummond Community High School Parent Council. Our six priorities — from improving communication to representing parent views at Council level — have guided us throughout the year. I'd like to thank all members of the Parent Council, the senior leadership team, teaching staff, and the many parents and carers who have contributed time, energy, feedback and encouragement.	

Whether it's supporting events, helping with fundraising, joining sub groups, planting flowers, asking a question or simply showing up — your efforts have made a difference. The report below captures some of what we've achieved together over the past year. Looking forward to building on this momentum in the year ahead.

1. Enhancing Communication Between Staff and Parents/Carers

- **Facilitated Dialogue:** Organised six well-attended Parent Council meetings, both in-person and online, enabling open discussion between parents/carers and school leadership.
- **Headteacher Engagement:** Compiled and directed over 60 questions from parents and carers to the Headteacher, ensuring concerns were addressed comprehensively.
- **Digital Communication:** Established and maintained active WhatsApp groups for the Parent Council and its subgroups, improving communication and collaboration.
- **Social Media Presence:** Managed informative social media channels to keep the community updated on events, initiatives, and announcements.

2. Supporting School Staff Morally and Practically

- **Inspection Support:** Collaborated closely with the senior management team in preparation for and during the school inspection.
- **Event Participation:** Provided refreshments at school events involving parents and carers, fostering a welcoming atmosphere and encouraging community engagement.
- **Staff Recruitment:** Participated in interview panels for key positions, including Heads of School and House Leaders.

3. Improving the School Experience and Fundraising

- **Funding Support:** Funded student and staff-led initiatives including Duke of Edinburgh participation, a student conference trip to Dundee and prizes for student achievements and leadership projects.
- **Green Initiatives:** Secured new planters from the City Council and organised planting sessions with volunteers, enhancing the school's outdoor environment with nasturtiums, trailing geraniums, salvia, lobelia, and more.
- **Fundraising Efforts:** Launched a dedicated fundraising subgroup, currently planning a raffle to support school projects and student activities.
- **Lost Property System:** Overhauled the lost property system, making it more efficient and increasing the return rate of items to students.

4. Supporting Parents/Carers in Children's Learning and Development

- **Policy Development:** Contributed to the development of the school's Learning and Assessment Policy, ensuring it reflects the needs and perspectives of families.
- **Additional Support Needs (ASN):** Engaged with city-wide ASN initiatives, providing input to improve support structures for students requiring additional assistance.
- **Career Development:** Supported the school's Developing the Young Workforce (DYW) coordinator, Amy Kirk, by connecting her with over 20 parents and carers from diverse professional backgrounds to enhance students' career awareness.

5. Promoting Drummond to Cluster Primaries and the Community

- **Community Engagement:** Promoted the school within the community and to cluster primary schools, highlighting Drummond's achievements.
- **Event Support:** Supporting school events that showcase student talents and school programs to families and the community.

6. Representing Parents' Views to the City of Edinburgh Council

- **Council Engagement:** Represented at all Locality, Connect, and Parental Engagement meetings, ensuring parents' voices are heard in broader educational discussions.
- **Advocacy:** Participated in Council working groups on improving pupil tracking information and addressing challenges in recruiting teachers for hard-to-fill subjects.
- **Policy Feedback:** Provided feedback to the Council on various policies and initiatives.

Closing Remarks:

This year the Parent Council has strengthened its role as a bridge between families and the school, contributing to a supportive environment for our students. I extend my thanks to all members of the Parent Council, school staff, and the wider Drummond community for their hard work and support.

Simon Preston
 Chair, Drummond Community High School Parent Council
drummond.parent.council@gmail.com

Note: For detailed minutes of the Parent Council meetings and further information, please visit the Parent Council Minute Archive on the Drummond Community High School website.

3. Treasurer's Annual Report and approval of accounts	<p>Rachel B circulated a paper update for the accounts. The starting balance for the year had been £3,498.38. Items of expenditure (including funding requests and catering for school events), plus an annual council payment (£803) to support the parent council, took the end of year balance to £2,827.78.</p> <p>It was noted that only one school trip had been funded, but this was due to efforts to reduce the cost of the school day (so that most trips were low cost and covered by the school) and the advantages of free bus passes for children.</p> <p>Action: Simon would write out to teachers, pupils and parents to highlight the option of applying for funding.</p>
4. Election of office bearers	<p>Chair: there were no nominees. Simon agreed to continue in the role (nominated by Viv, seconded by Clare).</p> <p>Treasurer: there were no nominees. Rachel B agreed to continue in the role (nominated by Claire, seconded by Ian).</p> <p>Secretary: there were no nominees. Abi agreed to stay on in the role (nominated by Viv, seconded by Ian).</p> <p>Jenni agreed to continue her role as social media co-ordinator but asked for help to reduce the burden of this task.</p> <p>Action: Simon to speak to parents to recruit a helper for this role.</p>