



Tynecastle High School Parents & Carers Council

Minutes of Tynecastle High School Parents & Carers Council AGM meeting held at Tynecastle High School on Monday 13 January 2026 at 18:30	
<p>Attendees in-person: Alison Bell (Chair), Hazel Kinnear (Head Teacher), Grace Burns (Depute Head Teacher), Marianne van-de-l'Isle (Secretary), Hisham Abdel-Magid (Treasurer). Shelagh Stewart (Parent), Jonathan Haber (Parent), Esth08er Kuperij (Parent), Anna Magee (House Captain- Braemar), Michael Hooper (House Captain-Tantallon)</p> <p>Attendees on-line:</p> <p>Apologies: Jennifer Chave, Tamsyn Wilson</p>	
1. Welcome	The Chair welcomed all to the meeting and asked all attendees introduce themselves. Apologies were noted.
2. Presentations/ Topics for Discussion	<p>School Catering Services</p> <p>Anna Magee and Michael Hooper, THS House Captains attended on behalf of the student body to raise issues with the catering provision at the school. These include:</p> <ul style="list-style-type: none"> • Price increases not communicated • Unclear/ inaccurate menu information • Menu information not being circulated • Queueing system ineffective <p>Hazel Kinnear reported that a meeting with the catering provider in Sep 2024 had resulted in the second hatch being opened to improve the wait times. However the increased school roll is now impacting on this. As a result S1 pupils are now able to leave school at lunchtime for alternative lunch options. Parents can still request that S1 pupils remain on the premises, by contacting the school.</p> <p>Other requests at the meeting included 'grab and go' lunch options, visibility of menu pricing, improved labelling of vegetarian options, halal options, themed menu days. The catering service agreed to improve the visibility of menu options and pricing via screen, which was installed in 2025, however this is not switched on.</p> <p>There are also issues for pupils with paying for lunch as debit card payment is not accepted. There is a lack of confidence in using the current payment systems e.g. pre-loaded card, ParentPay. Sessions at the start of the year for</p>

	<p>S1 pupils do cover orientation to the canteen and payment but can get forgotten easily.</p> <p>Feedback from the parent body included concerns about allergy information provision, menu changes not being communicated, signage for ESOL pupils, long queues at the canteen and a lack of healthy meal choices.</p> <p>PCC asked who the current CEC catering contract is with. There are several contractors for schools across Edinburgh and it depends on the school status. The THS contract is with Chartwell, as it is a PP2 school. It was confirmed that the catering facility at the school is large enough to cater for the full school roll of 900 pupils.</p> <p>Discussion centred on how we can help to improve the issues raised. Suggestions included sharing the weekly menu via MS Teams channel for all pupils, using Key Adult time with younger pupils to increase confidence in use of canteen and payment methods, setting up a user group to liaise with the catering provider.</p> <p>It was agreed that a letter outlining the issues and requesting a further meeting with Chartwell would be sent by the PCC before the February break.</p> <p>Action: Hazel to set up a user group including teachers, parents and pupils.</p> <p>Action: Alison, Esther & Marianne to draft letter to send to Chartwell via the school.</p> <p>House Captains update</p> <p>Anna and Michael updated the PCC on some of the current pupil led initiatives.</p> <p>A house mascot competition was launched at the Christmas assemblies with the intention of creating a soft toy mascot for each house. The fashion and textiles class will be asked to help with design.</p> <p>A survey has been sent to S6 pupils about the use of the common room. There are issues with lack of space and how it is used (social v study space), also being accessed by S5 pupils.</p> <p>Currently the school is getting costings for new furniture, desks and partitions to improve the S6 space. It would be helpful to get advice on this as the space is not a regular shape. It was suggested to ask Carrie Bremner, S6 parent who had attended a recent Future Friday sessions on interior design.</p>
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	Action: Marianne to approach Carrie for advice.
3. Minutes and action log	<p>The previous minutes of 27th October 2025 were approved.</p> <p>Completed actions from previous meeting were noted on the updated PCC action log for 2025-26</p> <p>Update on outstanding actions:</p> <ul style="list-style-type: none"> • Consultation on the Gorgie-Dalry local plan was share directly with pupils and families rather than discussion at the house assemblies last term.
4. Matters arising from parent forum	There were no new matters raised at the meeting.
5. Updates a. THS PCC Chair	<p>Alison Bell noted that the main activities for the PCC since the last meeting has been preparatory planning for the Burns event on 23rd January.</p> <p>The next meeting of Parent Council chair's with Edinburgh Council will be held later this month, agenda awaited.</p> <p>Alison proposed Hisham Abdel-Magid for the role of THS PCC Treasurer. This was seconded by Marianne. Hisham is now appointed as THS PCC Treasurer.</p> <p>Shelagh has forwarded relevant financial information and spreadsheets to Hisham. Bank account signatory hand over to be arranged.</p> <p>Action: Alison to get Hisham added to PCC bank account</p>
b. THS PCC Treasurer	<p>Hisham Abdel-Magid circulated the current PCC balance sheet at the meeting. Current bank balance is £3367.61 with £529.76 cash holding. Most of this is will be cashed at the bank with approx. £100 kept as a cash float for PCC events.</p> <p>Action: petty cash to be banked as soon as possible</p> <p>The S1/2 disco generated £60.90 income, however after costs there was an overall loss of £123.52. Ticket sales generated approx. £120, which has gone to the school as it was run as a joint event. Overall there was a breakeven position. The event was a great success and will continue.</p> <p>Four funding applications that were received last term were approved at the meeting.</p> <p>Drama- staging blocks £300</p> <p>Physical Education- Bluetooth speaker £249</p> <p>Music- bass guitar £249</p> <p>Dance- costumes £230</p>

<p>c. THS Head Teacher</p>	<p>Action: Shelagh to transfer monies to THS account</p> <p>There was a query raised about funding for the Linguascope software license renewal for Modern Languages. This had been discussed at a previous PCC meeting last year. It was unclear if an application had been submitted as there was no record in the PCC email account. It was agreed, in principle, to fund the licence extension, subject to resubmission and review by PCC office bearers.</p> <p>Action: Hazel to discuss with Ms McGinley</p> <p>Hazel Kinnear gave an update on activities since the last PCC meeting.</p> <p>Staffing: there have been a number of changes with Computing Science and (part time) Maths teachers appointed. Also a new SfL literacy post recruited to.</p> <p>Parents events included: S3 parents evening, Senoir phase parents evenings, S2 parents information evening.</p> <p>Pupils events included: S3 exams, remembrance assemblies, Hearts remembrance service, Secondary School girls cricket awards ceremony at the Oval (which THS won), Childline concert at Usher Hall (THS had one of the largest pupil representation), Christmas music concert, year group ceilidhs, S5/S6 Winter ball (which was a great success)</p> <p>The following staff, pupils and groups have been secured for the upcoming Burns ceilidh: Ms Burns (to chair), probationary teachers (for speeches), TYCPB (playing and piping haggis), highland dancers. It was agreed with the teachers that this year the speeches would be 'A toast to the Company' and 'The Immortal Memory' rather than separate toasts to the lassies and the laddies.</p> <p>Hazel has been unable to secure someone to give the address to the haggis. PCC agreed to write out to parents and senior pupils to seek volunteers.</p> <p>Action: Alison to send request out on PCC WhatsApp</p>
<p>8. Fundraising Events 2026 a. Burns ceilidh</p>	<p>Ticket sales for the Burns ceilidh started last week. Sales to date are 69 tickets and there needs to be a further push on sales to sell all 120. Posters have been dropped at the office for display in school. Further email and Whatsapp messages to go out this week. It was agreed to open sales to feeder primary schools on Friday if tickets remain.</p>

	<p>Donations and raffle prizes have been collected from parents and local business, with final ones to be arranged/ chased up this week.</p> <p>Shopping will be done next week, including soft drinks for the bar. Access to the kitchen will be needed for preparing food and heating the haggis. This will require staff supervision.</p> <p>Action: Catherine to send list of businesses to school office by Wed 21st Jan.</p> <p>Action: Marianne to confirm costs and arrangements with ceilidh band.</p> <p>Action: Hazel to organise kitchen supervision with Home Economics department.</p>
9. AOCB	<p>a. Proposed future agenda items</p> <ul style="list-style-type: none"> • Mathematics provision at THS <p>Action: Hazel to ask Mr Pilfold to present at the next PCC meeting.</p> <p>b. Edinburgh PCC summary paper</p> <p>A summary update of current Edinburgh wide PCC activity was not available for the meeting. However, current topics of discussion include availability and costs of branded uniform and management of allergies within schools.</p> <p>Other AOB items raised were:</p> <p>THS Rugby team</p> <p>A question was raised about receiving advanced notification of team weekend fixtures. It was suggested that the Spond app could be used to communicate with parents (as used by other clubs).</p> <p>Action: Hazel to discuss with Mr Enwood</p> <p>Mobile Phones</p> <p>Edinburgh Council are issuing a city wide consultation on the use of mobile phones in schools. No requirement for THS to set up own group on this. Parents and PCC will be invited to respond to Council consultation.</p>
10. Date of next meetings	<p>Next meeting Tuesday 10th March 2026, 6:30 pm</p>
<p>The meeting ended at 20:10</p>	