



## **FOVP Parent Council**

### **Meeting Minutes**

**24.10.2025**

#### **• Attendees:**

Kirsty McKellar- Head Teacher  
Amy Clark- Parent Council Chair  
Jen Staples- Treasurer  
Karen Devlin- Secretary  
Sharna Staples  
Danni McCormack  
Lauren Thompson  
Sally Snedden  
Rebecca (primary 1 parent).

#### **• Apologies:**

Micheal McCormack

#### **• Welcome:**

Amy/Kirsty welcomed and thanked all for attending.

#### **• School Update:**

Kirsty proudly announced lots of new partnerships starting within the school which is exciting for the staff and for the pupils.

##### **- Staffing Update**

There is a number of Supply teachers at the moment working within the school. Lewis will be covering as supply until the role is advertised. Leah is currently in Room 5 and will continue in post until the end of the year. There is a third supply teacher starting on Monday 27<sup>th</sup> October- Stuart.

- There are two permanent teaching roles which are due to be advertised however Kirsty is awaiting final sign off for a third from council.
- All support staff roles are now filled. Support member Megan is now off on maternity leave, Kirsty has managed to get approval for her role to be filled during this time. 2 new support staff have also started in the school Bryony and Adam.
- 2 students are currently working within the school and shall remain to the end of the school year- one as part of a social work degree and the other as part of South Lanarkshire College Childcare course.
- **School Refurbishments**
- The downstairs corridor has now been painted an off white colour replacing the orange walls which were bright and unappealing. As a result the hallways look clean and fresh. This was completed during October week.
- Still awaiting a date for the sensory room to be installed, however the plans and finances are all in order ready to proceed. There is also additional money available and this is hopefully going to be used to install LED lighting in the soft play, and a sound system/ speakers in every classroom.
- Physical improvements in the school are ongoing. Now that the flooring and painting is completed downstairs the next stage is to plan upstairs.
- **School Activities currently ongoing.**
- Hear My music are continuing their sessions with all classes and this has been very successful and the children across the school have really enjoyed these. They are planning to complete a music inclusion project with the pupils in High Mill and Victoria Park where they create and compose music/ song and will then perform it together. All agreed this sounded like a brilliant idea.
- High Mill pupils are starting to participate in Sing and Sign classes within Victoria Park school again with the aim to improve inclusion.
- Next week there is pumpkin picking arranged for the Rainbow group (error noticed within the calendar inviting parents to this, this is for pupils only).
- Also currently in early stage discussions with Jump in Coatbridge to visit for ASN gymnastics.
- Kirsty has arranged for Jill Traverna to run a course on Practical Mindset for Parents in November. This is a workshop for Parents to promote positive mental health and she has lots of experience of working with parents of children who have complex needs. There will also be a session provided for staff. All welcome to attend. All agreed that this should be highlighted as a reminder on Parents portal so that as many parents can benefit from this as possible.

- Kirsty has advised that classroom observations will take place next week. This is ongoing as part of the Circle Framework.
- This time the focus will be on how Structures and Routines are being used within the learning environment eg. Visual timescales, pupils understanding of structure of the day.
- Kirsty has recently completed training on Crisis Prevention during Distressed Behaviours which was a three day course and means that she is now a trainer in this area.
- She was able to take lots of great learnings from this course which she will bring to the school and all staff will be trained on this on the November in service day.
- Unfortunately, there is no comparable parents' course in this area but all agreed that this was a positive learning for staff.

• **Update from Parent Council chair:**

- Four sub committees are now set up with WhatsApp groups to enable the work load of the parent council to be shared amongst all members. We actively encourage anyone who wishes to participate in any of the groups to please contact the school or the FOVP parent council email address to be added to the group. The Parent Council plays a vital role in supporting our children's experiences at school. However, we are currently facing a shortage of volunteers. Without additional support from parents and carers, we may be unable to continue providing valuable opportunities such as participation in gala days and maintaining a safe, welcoming space in the school garden. Your involvement, no matter how small, makes a meaningful difference. We kindly ask anyone who is able to contribute their time or skills to join us in ensuring these important activities can continue for the benefit of all our children.

The Subcommittees and Team Leaders are as follows:.

- Fundraising Committee- Jennifer Graham
- Gardening Committee- Amy Clark
- Event Committee- Danni McCormack
- Gala Committee- Jennifer Graham

Amy advised that the role of FOVP secretary had become available- this was offered to all who attended the meeting- Karen advised that she would be able to help with this role. All around the table agreed with this decision, no others volunteered.

**-Gardening update (Amy Clark):**

Lots of work has been done in the garden this week-



Some expenditure was involved as needed to buy zip ties for attaching the leaf chalk boards to the fence- paint and varnish was required to create halloween decorations coming to the total of:£77.84.



- Lauren has been working in the background with her daughter Lanna using paints to create Pallets with a Halloween theme. These have now been delivered to the garden on time for halloween. Lauren has varnished these so that they can be reused year after year and the plan is that on the reverse side Christmas scenes can be painted.



- Next plan is to plant some spring bulbs in the garden horseshoe bed once Halloween week is over. Langloch farm have kindly offered a selection of bulbs to plant.

- Compost is needed for the beds before planting- Amy will speak to Leanne about providing some from the horses or we can use voucher from Gouldings to buy this.

Gouldings, kindly gave a £25 voucher for the garden after a facebook appeal for help and support was posted.

-There has been lots of community donations of gardening equipment and the school shed has been well stocked by donations collected by Amy.

- Gordon Clark, Amy's dad, has measured and created a large reusable Halloween banner for the garden. Amy shall liaise with her father to get more as and when the school requires as this is a colourful way to brighten up the garden for the children. These banners are reusable and can be used each year:



Two members of the community have kindly offered £100 each to go towards the garden which Amy shall organise being paid once the parent council bank account is signed over from school to new parent council.

-Amy and Leanne are beginning to filling out some applications to try to get musical equipment for the garden.

**-Finance update (Jen Staples):**

- Parents' evening was the first opportunity for the parent council to raise funds and amazingly between the donation bucket and guess the sweets in the jar which was donated by Amy Clark we raised: £53.30 to add to parent council funds. The winner of the guess the sweeties in the Jar was Charlotte- Well done and we hope you enjoyed!

- Bank of Scotland require the school to open the account rather than the treasurer. Kirsty agreed to this as they already have one opened. Jen to be added signatory so that the account does not need to be closed every year with parents council changes. There is a fee for the account to be ran this is roughly £5 per month but this will be noted once finalised.

- Fundraising ideas we have so far:

1. Santa dash- Where Parents and kids are invited to dress up and do a sponsored dash around Lanark loch at a pace which suits each individual person. Sponsor sheets will be provided before Dash to help funds be raised for the parent council. Each member whom participates shall receive a laminated certificate. (Date to be confirmed)

2. Ultra Marathon- one of P1 parents has volunteered to take on his next physical challenge in the new year to help raise funds.

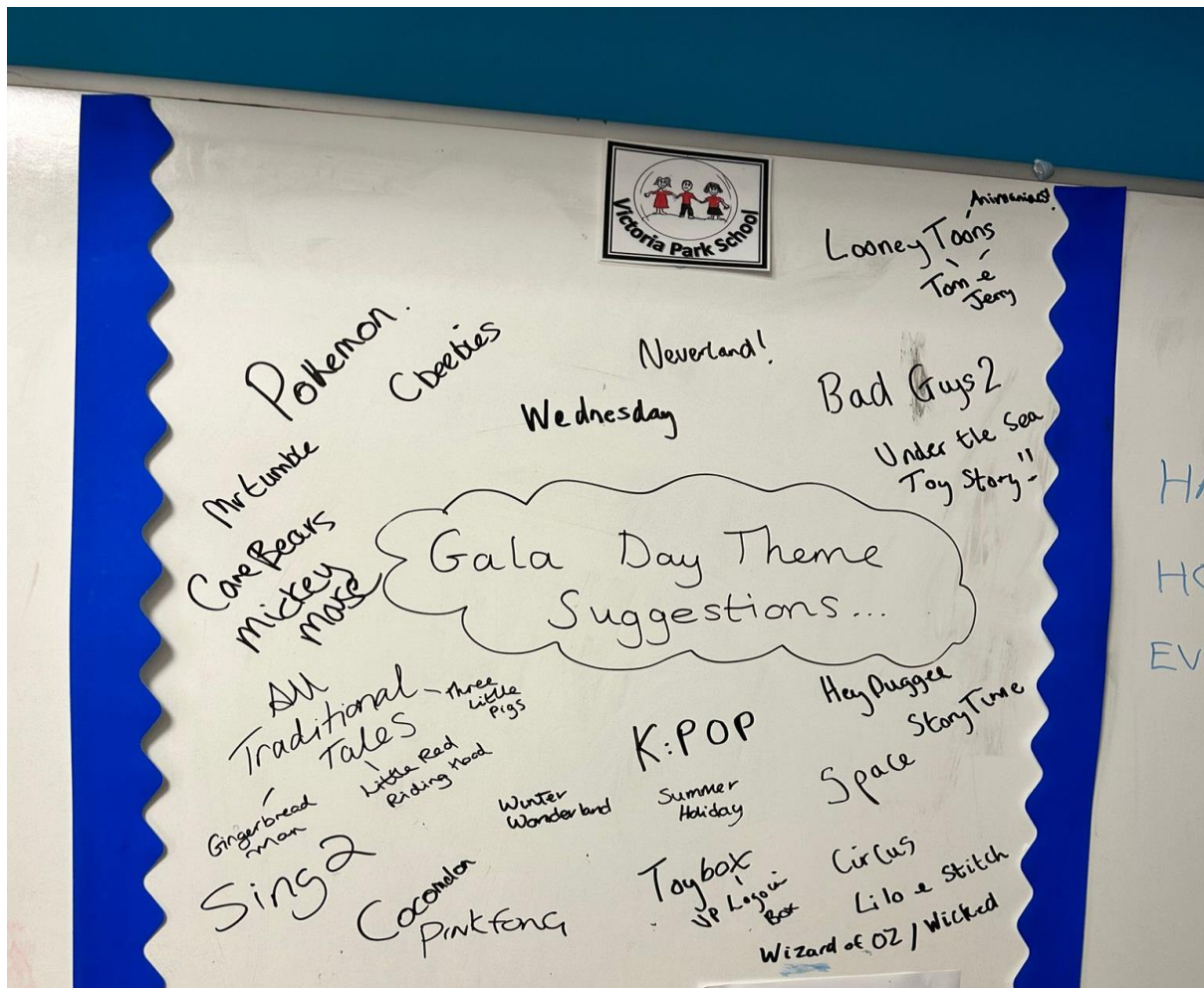
3. Parent Council approached Kirkstyles ELC who are having a Christmas Fayre planned for 22<sup>nd</sup> November 2025. There was a cost to hiring a table at this event of £10 this came from the FOVP Parent council fund. If any parents or careers would wish to donate crafts or bakes to this event please contact the parent council email to arrange same. In order to include the pupils of victoria park school in this event Leanne and Amy Clark are discussing ideas such as creating bags of reindeer food ect. These will all be made available for purchasing at fayre. This event is being coordinated by Danni and Jen.



4. Kirsty highlighted that High Mill school are also planning a Christmas fayre- Jen is going to enquire if Victoria Park School could also attend the same.

**-Gala update (Jen):**

Everyone agreed that we need more parent involvement this year so that we can make Gala day a massive success. Jen proposed having a trailer and everyone agreed we should do everything we can to make this happen. We had so many ideas given by all the parents at parents night about themes for Gala these were as follows:



As we do every year the children will have the final say on what they want the theme to be. After discussion and voting the top three themes they can choose from are:

1. Music
2. Toy Box
3. Under the sea.

Kirsty proposed again having a discussion about joining in with High Mill for the Gala to try to create more parent helper support. All members of the parent council agree this could help widen the community support for the parents/ careers and children. Kirsty to discuss with High Mill Head Teacher.

Jen is still awaiting update of the parent council total funds from Kirsty so these can be published on minutes going forward.

#### **-Event update(Danni):**

- All the children were given the chance to choose what they would like in their Halloween gift bags before October break. The Choices were printed photographs of either a glow up halloween watch or halloween rubber duck. Once a preference was chosen, staff documented the same and parent council then completed the purchase. The total for Halloween came to £126.07. This will give each child a bag containing:

A halloween duck or watch, chocolate lolly, stickers, and sensory popper gift from Parent's council.

These will be prepped on Monday after the garden is decorated for Halloween.

-Karen and Tom created a Friendly witch for the garden as shown below:



- Kirsty has created a schedule for next week Tues- Fri so that all pupils within the school can get to visit/play in the Halloween decorated garden. She has asked if a member of the Parents council to be there at all sessions to assist with taking photos on school phone so parents can see the Halloween Fun and to assist with getting children to the garden/general assistance. Amy agreed to arrange volunteers- the parents council should not volunteer on the day that their own child is visiting the garden.

-Kirsty has asked that the Halloween decorations be collected and put away at the end of week/ start of next week-This was already arranged within the garden committee

AOB:

Nil