



## **FOVP Parent Council**

### **Meeting Minutes**

**22.11.2025**

#### **• Attendees:**

- Kirsty McKellar- Head Teacher
- Leeanne Inglis Deputy Head Teacher
- Danni McCormack
- Karen Devlin- note taker

#### **• Welcome:**

Kirsty welcomed and thanked all for attending.

#### **• Update in relation to Nominating a new Chairperson for Parents Council:**

Amy has resigned as the chair so this would normally mean electing a new one.

Due to the limited numbers of people attending today this is not possible and so will be reviewed again at the next meeting.

If it continues to be the case that there are no volunteers for role of Chairperson then we can revert, to being Friends of Victoria Park, rather than a parents council. Will review at the next meeting.

#### **• Update from Kirsty:**

##### **- Sensory toy incident in the school on 13<sup>th</sup> November :**

A small sensory toy was broken in one of the classrooms.

The children were removed from the class immediately as there were broken fragments from the toy.

Staff and janitor then went in to clear up the damage and felt unwell afterwards, so an ambulance was called.

It is believed that staff may have become unwell due to the contents of the sensory toy reacting with the chemicals used to clear up the toy/ contents that spilled from it.

A Health and Safety investigation is ongoing into this but as a precaution every identical sensory toy has been removed from South Lanarkshire schools (toy purchased by school from list of approved sensory toys).

All pupils/ staff involved in the incident were checked over by Paramedics and there have been no ill effects reported since.

- **Changes within South Lanarkshire Education department:**

A new Executive Director of Education has been appointed

Lyndsay McRoberts

A new head of Education has been appointed

Tracey McDermott.

This has meant quite a few changes/ restructurings, including within the Inclusion Department.

It has also led to some delays to approvals for planned recruitment etc.

- **Christmas Cards:**

All parents will have received the notification to allow them to purchase Christmas cards that their child has designed.

Leeanne has collated these into a display that Tesco Carlisle are going to show in their window.

Only the child's first name will show with their card, but will be great to see the children's artwork displayed locally.

Ryan Colhoun in Room 3's Christmas card has been selected as the one that the school will send out as the official school Christmas card- he's created a brilliant card that everyone loved!

- **Teacher Observations**

At the last meeting Kirsty told us that she was going to complete classroom observations as part of the Circle Framework, the focus was to be on structure and routine.

These went well and all teachers demonstrated that they were using visuals, and it was clear that all children were used to using these as part of their day, every day.

Kirsty would like to see more use of Makaton, this is part of the improvement plan and is a focus area.

The plan is to have a Makaton sign of the month and share this every month with parents.

A Makaton dictionary has been created/ being added to by Chris (Speech and Language) and every class has a copy.

Danni asked if this was something that parents could also have access to, Kirsty will look into this.

As part of the observations Kirsty has highlighted that she would like more of a focus on individualised learning rather than whole class level learning, when appropriate. She did note that individualised learning does take place, but because she was carrying out observations, all teachers leaned towards a class led approach on that day.

All learnings from the observations have been shared with staff.

Next plan is to arrange for Peer observations where the teachers can observe each other and share best practice/learnings. Kirsty feels this is valuable and often gets feedback that teachers take a lot of learnings when the observation is from a peer.

- **Updating Vision and Values**

A letter will be shared on parents' portal next week ( week of 24<sup>th</sup> November) about updating the school's vision and values and seeking Parent's feedback.

This has not been updated in 5 years and since then there have been significant changes in the school's staff and management.

Pupil's voices to record what they would like to see have already been gathered and the next step is to seek parent's input. Look out for the letter from Kirsty.

- **Paramedic student**

In line with the council's partnership with University of West of Scotland, a Paramedic will start on Monday on a 2 week placement.

They hope to develop their skills on communicating with children with additional support needs.

- **Gardening update**

At this time of year work in the garden will reduce as anything planted will not survive.

Men's shed have visited and they are making sensory boxes with lids.

That means that we can lock away the contents when not in use and Leeanne will source some small locks.

They have a list of projects they are working on but have the measurements and expect the boxes to be complete for April.

We have also had visits from local high school pupils and High Mill community garden. They have done some work and some cutting back.

We would like to have some sensory plants/ herbs that are safe for the children (considering PICA). Now too cold to plant these so we will make garden plans from the new year onwards with plans to restart garden in February.

The soil is of poor quality for growing plants and so this needs to be resolved- looking into manure/topsoil.

We would also like to have a rota so that the garden is checked weekly so that small bits of maintenance can be dealt with quickly- again discussion for new year.

Kirsty has asked the council to cut the grass in sensory garden too.

- **Birthdays at school**

Leeanne explained that every birthday is celebrated at the school with a wooden cake/ songs and a card/bubble wand.

Previously the parents council have funded purchases of the card/bubble wand and we agreed that Leeanne could use money from funds to continue this.

The bubble wands are ordered from Amazon for less than £1 each.

Leeanne will order these, and Karen agreed that she will wrap these once received.

**-Finance update:**

All funds are now in the bank account.

When the FOVP account was closed in June 2025 the balance was £2478.57.

Since then £100 has been spent on the Winter Wonderland deposit, Halloween decorations and gifts were purchased for £186.46.

Sponsored walk money from last May was then added and this totalled £1804.60.

The balance of the account is currently £3996.71

We will need to use approximately £1500 of this to pay for the children to attend valley view.

We expect to add funds from Jen's raffle and from the FOVP table at the Christmas Fayre on 22/11/25.

Danni asked about fundraising and Kirsty advised that all fundraising should be agreed in these meetings in advance going forward.

She advised that they have a fundraising calendar because we need to take account of the Cost of the school day policy and ensure that we are not asking parents to contribute/ fundraise too much so that it becomes unaffordable.

Gordon (Dominic's dad in Room 1) intends to run an ultra marathon to fund raise for the school.

He is coming in to meet with Kirsty to discuss this next week.

More information will be shared about sponsorship when it is known but the plan is to have a fun day to coincide with him sharing these proceeds.

Potentially a fun carnival day as an end of year celebration, with a bouncy castle, games etc.

Also discussed another sponsored walk.

There is no time to arrange before Christmas but all thought that an Easter Bunny walk or a Peppa Pig walk could be a great idea.

Will discuss in the new year.

**-Christmas update:**

Kirsty has shared a letter on Parents Portal with all the key Christmas activity dates.

Leeanne is gathering in the final numbers for attendees of Valley View and this should be an exciting day for the children and adults.

The children can wear their Christmas jumpers to meet Santa at Valley View if they wish.

Santa will also visit the children at the school.

Parents will not attend this but Danni has kindly agreed to go and take pictures so these can be shared with all parents.

Permission will need to be given for your children to be in the pictures so look out for the update on this.

Danni asked about Christmas presents for the children.

The school will arrange a gift from them and we agreed that FOVP will also provide a gift. Agreed a budget of £250 for a small gift (no chocolate) and this will be agreed and purchased over the next two weeks.

Danni has advised that the Christmas Fayre is on 22<sup>nd</sup> November.

Lots of parents have been working hard to create things to sell to raise funds including baubles, reindeer food, santa keys, festive crochet items and crystals. There will also be a lucky dip.

Danni, Sharna and Jen will support the stall and hope to see lots of parents and pupils attending.

Kirsty discussed that any leftover purchases could be placed at the front office with an honesty box to buy things.

Leeanne is supporting with change for the float.

**AOB.**

Karen discussed a communication board for the playground as she had seen this in other schools.

Kirsty has said that she thinks this is a good idea and can look into it after April when has funds to do so.