

# St. Vincents Primary School Parent Council Meeting Minutes

Minutes from Parent Council Meeting Held on 14/01/2026

## Meeting Details

**Date: 14th of January 2026**

**Attendees:** Mr. Michael Owens (Headteacher), Mrs. Lavery (Depute Head), Miss Danielle Timmons (Depute Head), Mrs. Lorena Ziollo (Principal Teacher), Fiona Strang (Chair), Lisa McCulloch (Vice Chair), Karen Morton (Treasurer), Sinead Lyon (Secretary), Paula Brown, Cecile Oko, Azeezat Oyedele, Elizabeth Inyang (Church Representative)

## Welcome

The meeting commenced with a warm welcome from both Fiona Strang, Chair of the Parent Council, and Mr. Michael Owens, Headteacher.

## Opening Prayer

An opening prayer, the Hail Mary, was led by Elizabeth Inyang, the Church Representative.

## Headteacher's Report

Mr. Michael Owens welcomed back all staff and pupils following the New Year break and the start of the new term. He reported that the children have returned to school settled and happy. New school information has been distributed to parents via the parent portal.

Details provided for Term 2 included afterschool clubs, dates and times for school Masses, upcoming school events, information about Sacraments, and arrangements for the Primary 1 induction.

This term, afterschool clubs are scheduled to run for a period of six weeks.

The school Masses have been an enjoyable experience for pupils, and staff and parishioners have offered wonderful feedback regarding the children's responses throughout the Mass. Their positive comments reflect both the children's respectful involvement and the supportive atmosphere fostered by the school and parish community.

This coming Monday the 19<sup>th</sup> of January, there will be a dedicated session for Primary 7 pupils and their parents and carers to receive important information regarding the

forthcoming residential trip. The aim of this session is to ensure that families are well-informed about the trip's arrangements and can ask any questions they may have. Miss Lavery recently visited Inverclyde, the location selected for the residential. She reported that Inverclyde offers a modern and safe environment, with staff who are both friendly and helpful. Her feedback has provided reassurance regarding the suitability of the venue for our pupils. The Primary 7 leavers' hoodies have been ordered, and the payments for these hoodies have been added to Parent Pay.

The new St. Vincent's Primary School website is currently under construction and is expected to be launched soon. This updated online platform will serve as a point of information for parents, pupils, and the wider school community. Once completed, it will provide access to important news, school policies, event details, and resources relevant to both current and prospective families. Further updates regarding the launch date and features of the new website will be communicated to parents as they become available.

The Sacramental information will be shared on Parent Portal, with the set date for the Confirmation as well as important dates for those of children due to make their Sacraments this year.

The new house system is off to a successful start. Pupils helped choose the house names—St. Margaret, St. Louise, St. Mungo, and St. Andrew—which increased their involvement and enthusiasm. House captains have been appointed, offering leadership experience and fostering responsibility. The house reward system has promoted positive behaviour as students work to embody school values and earn recognition for their houses. At the latest Assembly, led by the House Captains, children celebrated St. Mungo through activities like singing and a quiz, which deepened understanding and built community spirit.

The Leadership groups have been established, and children will be allocated a group in due course, and the groups will meet to work on their designated subject on the last Friday of each month, commencing on Friday the 30<sup>th</sup> of January. The aims of these groups are to support the children to learn new skills and make a positive impact on their school community.

The participatory budget initiative enabled children to vote for new outdoor equipment, which was purchased last term and is now in use. Pupils enjoyed exploring and playing with it this week. The next planned addition is an outdoor shelter, allowing year-round outdoor play and learning. The playground will continue to be improved gradually for ongoing development.

During previous meetings, concerns were raised regarding the inaccessibility of the grass area within the playground. It was noted that a limited number of available staff made it difficult to supervise this space effectively, primarily due to the lack of visibility

caused by overgrown hedges. As a result, children were unable to use the grass area safely. In response to these concerns, the hedges bordering the grass area have now been cut down to a shorter height. This adjustment has significantly improved visibility for staff, allowing for effective supervision. Consequently, children are now able to access and enjoy the grass area safely during playtimes.

Changing the Car Park closing time to 2pm has improved children's safety and we appreciate the cooperation of parents and carers.

Celebrating Success:

- Before the Christmas break, the food bank collection was a great success. A Loom Band sale organized by Primary 6 and 7 pupils also raised £116 for the Children's Hospital charity.
- The nativity play, Carols by Candlelight event, and choir performances were all highly successful—many thanks to the staff for making them happen.
- Everyone enjoyed the Christmas parties, which were made special by snacks and drinks provided by the Parent Council.

## Parent Council Update

Parent and carer volunteers are vital for making school events like Sacraments and School Discos run smoothly. If you can help, please email the Parent Council or message the WhatsApp group with your availability. Volunteers must have a PVG check, contact the Parent Council to apply free of charge. Fiona Strang will assist with the certification process.

A poll in the parent council WhatsApp group found that most parents prefer meetings later in the evening. This will be discussed with the Parent Council and Mr. Owens to determine the best time going forward. This is to encourage parents and carers to come along to the meetings and for volunteers to understand what is expected of them when they volunteer to help at future events.

## Finance Report

After the Parent Council purchased the new projector at the school's request, the bank account balance is now £2,891.37.

## New Business from Parents/Carers

After school club provision for Primary 1. *Why are primary 1 not included in the after-school club schedule? Could the council reconsider including primary 1 in the after-school clubs?* – The school encourages children's interests and makes use of the skills and availability of its teaching staff. Clubs for Primary 1 students will be reconsidered in future terms. Additionally, there are ongoing discussions about having older pupils lead lunchtime clubs for younger students.

School blazer policy for photography days. *Could I suggest that pupils be allowed to wear their blazers for individual and sibling photos.* – Children have always had the option to wear their blazer; parents or carers should talk with their child about whether they want to wear it, so staff and photographers are aware of their preference.

What steps are the school taking to tackle bullying? – Current anti-bullying policies include adhering to government-level initiatives such as “Respect for All” and “Respect Me,” as well as the newly launched local authority policy, “Treat Me Well.” The school’s own anti-bullying policy is presently under consultation with all stakeholders. Leadership groups are being utilised to develop this new policy. In the meantime, we will continue to follow the aforementioned policies.

Will there be homework clubs for kids struggling in class? – There are no plans for afterschool homework clubs. Skills will be taught in school, and students should practice at home. Those struggling with tasks will receive support during class time. A consultation on homework will follow. Upper school students are expected to complete assignments independently.

Have a look at safer parking in the church car park. *The parking in the church car park is a huge concern to me now, there is a lack of respect for the statues and grounds, and I feel something may be damaged soon if it isn’t looked after. Getting lines painted on the ground in the church car park may help support this issue. Could we fundraise for this?* – Parents and carers are responsible for choosing safe parking options, especially since we greatly appreciate having access to this car park. Although there have been no complaints from the church so far, drivers are expected to remain respectful on church grounds. Unsafe parking and driving could result in the church revoking our use of the space. Consideration of parking lines would require addressing the condition of the surface first, which would be costly and is currently not feasible.

## Closing Prayer

A closing prayer was led by Elizabeth Inyang, the Church Representative.

