

St. Vincents Primary School Parent Council Meeting Minutes

Minutes from Parent Council Meeting Held on 04/03/2026

Meeting Details

Date: 4th of March 2026

Attendees: Mr. Michael Owens (Headteacher), Mrs. Lavery (Depute Head), Mrs. Boyle (Principal Teacher), Archie Buchanan (Councillor), Fiona Strang (Chair), Karen Morton (Treasurer), Sinead Lyon (Secretary), Paula Brown, Jennifer Bingham, Donna McGachy, Sola Bamikole

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, led by Mr. Michael Owens

Headteacher's Report

School information:

Miss Danielle Timmons is prioritising attendance, which will be discussed at upcoming meetings. Mrs. Lavery is promoting inquiry-based learning to help pupils move from play to critical skills, encouraging self-evaluation and learner agency. This aligns with South Lanarkshire Council's Inquire to Inspire policy, supporting children's individual learning styles and lifelong transferable critical thinking skills.

The recently established "Minnie Vinnies" is a child-friendly organization within the school under the leadership of Mrs. Field. The group has collaborated with the parish to assist with food bank deliveries and donations. Upcoming activities include planned visits to Rosaburn Care Home, Greenhills Foodbank, Carfin Grotto, as well as ongoing support for the parish and Father Romanus during the forthcoming Family Mass at the church.

Recent collaborations with the Parish have been highly successful, as evidenced by the excellent attendance at the Family Mass last month. These initiatives will continue to strengthen connections among families, the school, and the Parish. The forthcoming Catechist days, overseen by Marie, are organised in accordance with safeguarding

protocols; all support and assistance provided by parishioners are confirmed via PVG checks.

The GLOW leadership groups have demonstrated considerable success, with all participants having reached consensus on objectives following two meetings. The purpose of these groups is to develop policies created by children, specifically designed to benefit their peers.

The Primary one induction's have been distributed and the parents/carers who were interested in a tour of the school were toured by our Primary 7 pupils, demonstrating the great trust the staff have on our pupils and this was greatly received by the positive feedback from these parents and carers.

The newly acquired outdoor classroom, funded by the pupil equity fund, has already been put to use. It will continue to be maximised for pupils, enabling them to benefit from outdoor learning opportunities irrespective of weather conditions.

Next steps for the playground: The sandpit is unsafe and off-limits. The council and a consultancy have conducted a feasibility study for future options, but nothing is decided yet. The garden is also currently off-limits; plans are underway to upgrade it and improve its use. Support from parents and carers will be appreciated as this process moves forward.

Fire evacuation plans are available on the parent portal. Please review them carefully.

Car park traffic has improved slightly, but congestion remains an issue on the feeder roads. Parents and carers are urged to use caution in these areas.

Celebrating Success:

- The Primary 7 residential trip was described as a great success, with staff noting that the children performed exceptionally well. For next year's trip, which will be for the current Primary 6 children, all costs will be included and bookings will be made early to minimise any impact on the cost of the school day.
- The Sacrament Enrolment Mass
- The Primary 3 Catechist Day
- The Sacrament of First Reconciliation
- The Family Mass
- World Book Day (WOW word)
- Football friendlies for the primary 6 and 7's
- Netball Friendlies
- Burns Assembly
- Primary 5 swimming lessons
- St. Mungo Feast Day

- House Points and Boards have been received well; children are working as part of their team and understanding the ethos
- Sensory Spaces have been updated and improved

The SWAY newsletter will be sent out monthly with celebrating success; the children's monthly certificates which have encouraged less tokenistic awards and instead a sense of pride in receiving the certificates.

Parent Council Update

For the upcoming events to run smoothly we require support and volunteers for these events including the First Holy Communion, the school disco, the Confirmation; support is welcomed and correspondence for these should be sent to the parent council email. For those who do not have the PVG set up, and you would like to volunteer please email Fiona at the parent council email address to organise the PVG checks.

We have plans of improving the school disco, with a DJ.

There will be another lady's night planned for this year, more details about this will come shortly.

Finance Report

The parent council has a balance of £2870.34. Mr. Owens requested funding for buses for the upcoming school trips.

New Business from Parents/Carers

The primary 5 swimming lessons make use of the free local bus service, and feedback from the first week indicates that this arrangement has been highly effective. Utilising public transportation is common in our community, offering a more cost-efficient and sustainable method for students to attend swimming lessons. This approach enables us to provide these lessons at no cost to primary 5 families by minimising expenses for the school. Developing familiarity with public transport—including the use of the "First" Bus app and timetables—represents an important life skill, particularly as students prepare for high school. Comprehensive risk assessments (A20 paperwork) and established procedures are in place to mitigate potential risks. Staff-to-student ratios are always maintained to ensure student safety.

The Schoenstatt trip is being reviewed as we await bus availability and finalise costs. Parish catechist days are currently in place, however, will consider Diocesan retreats in the future.

Staff members cannot access the parent portal, and Google Classroom is reserved solely for students. There should be no direct communication between parents/carers

and staff on these platforms. Instead, all communication must go through the school office via email, which will then relay information to the relevant staff members.

At the end of the term, a homework survey will be distributed to gather families' perspectives on homework. The feedback collected will inform planning for the upcoming school year in August.

Closing Prayer

A closing prayer was led by Mr. Michael Owens.