

26 Chapelford Village Primary School, Santa Rosa Boulevard, Warrington, Cheshire, WA5
3AL



Headteacher:

Mrs J Hewson - BA Hons. PGCE, NPQH, MDip.

Deputy Headteacher:

Mrs L Tottie – BA Hons, NASENCO, PGCert

Monday 26th September

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School website: www.chapelfordvillageprimary.co.uk

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Parent Forum meeting

Dear parents and carers,

I am delighted to be able to confirm the first meeting of this academic year for our Parent Forum. It will take place at 5:00pm on Tuesday 11th October in the school meeting room.

The Parent Forum is a partnership between parents, governors and the school. It is a valuable way to share ideas, views, concerns and make suggestions for improvement. The aim of the forum is to:

- work together to improve the education provided for our children share information, knowledge and skills
- meet in a mutually supportive environment
- further improve communications between parent/carers and staff/governors

We will meet once every half term and discuss anything related to improving the school and further developing the partnership between the school and parents. Meetings last for approximately an hour and usually take place early evening to allow working parents to attend. The meetings are an opportunity for an open discussion. An agenda will be shared two weeks before the meeting and added to the school website. Parents will then be able to contact you if they wish to contribute to any of the agenda items. Minutes of the meetings will be taken and these will be accessible on the school's website.

Concerns or complaints involving individual children, families or members of staff will not be discussed at the meetings. These issues should be raised with the class teacher or Assistant Headteacher in a confidential meeting as outlined in our meeting with parents policy.

The meetings are friendly, informal and very welcoming. If you think this is something you may be interested in and would like more information, please contact myself at nstewart@chapelfordvillageprimary.co.uk or leave a message with the school office and I will get in touch. It would be great if we could have a representative for each class so that we have a range of feedback and ideas.

Kindest regards

Nichola Stewart

Assistant headteacher

