



OLD PALACE PRIMARY SCHOOL



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1st October 2018

Dear Parents & Carers,

We would like to invite you to 'Parent Councillor' information session/Coffee Morning on:

Date:	Wednesday 3rd October 2018
Time:	9:15am – 10:30am
Where:	Community Room, Old Palace School

The meeting is aimed at providing information to parents who are interested being involved with the Parent Council. Last year we successfully recruited 28 Parent Councillors. They were really enthusiastic, dedicated and hard working. The Parent Councillors supported the school with successful events such as Celebration Parties, Summer Fete and also supported the school in developing areas such as play ground supervision, homework and enrichment of the curriculum; it would not have been a success without their input and contribution. At the session, you will have the opportunity to ask last year's Parent Councillors further questions to gain more information.

The primary function of the Council will be:

- to enhance communication between parents and the school
- to further involve parents in certain aspects of school life
- forum for positive suggestions in order to develop
- to discuss issues raised by other parents & children

The council will consist of two representatives from each class. If you were a Parent Councillor last year, and are interested to represent this year; it will only be allowed if no other parents come forward to represent the class, this is to give as many parents as possible the opportunity to be engaged in the process.

If more than two parents per class are interested in this role, then names will be drawn to elect the two representatives. Please fill in slip and leave in the main office.

For further details, please speak to the Parent Support Workers, Florida or Shelly.

Yours faithfully,

Headteacher

Name of Parent/Carer:

Name of Child:

Class you would like to represent:

Parent/Carer contact number:

Have you been a parent councillor previously? Yes No (please circle one)

Signature of parent/Carer:

Deadline: Thursday 18th October 2018




Headteacher: Mr G. Palmer BA (Hons)
School Business Manager: Michele Walsham