



OLD PALACE PRIMARY SCHOOL



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30th September 2022

Dear Parents & Carers,

As many of you will remember, before the pandemic started we had a Parent Council, made of two parent representatives from each class, who met with the headteacher termly. Now restrictions have ended we are pleased to be able to relaunch this and will be holding an information session during the coffee morning next week:

Date:	Thursday 6th October
Time:	9:00am – 10:30am
Where:	Lower Hall, Old Palace School

The meeting is aimed at providing information to parents who are interested in being involved with the Parent Council. In the past, our Parent Councillor's have been really enthusiastic, dedicated and hard working. The Parent Councillor's supported the school with successful events such as Celebration Parties, Summer Fete and also supported the school in developing areas such as the food policy, collection arrangement, homework and enrichment of the curriculum.

At the session, you will have the opportunity to ask previous Parent Councillor's further questions to gain more information about the role.

The primary function of the Council will be:

- to enhance communication between parents and the school
- to provide an opportunity to consult with parents on future
- to provide a forum for positive suggestions to help the school to continue to develop
- to further involve parents in certain aspects of school life

The council will consist of two representatives from each class. If you were a Parent Councilor in previous years, 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 parent representatives. Nomination slips will be given out at the coffee morning and are also available from the school office.

Yours faithfully,
Head teacher

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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: Friday 14th October 2022



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