



The Firs

Lower School

23rd February, 2018

Dear parents /carers,

The Firs Parent Forum

At The Firs we greatly value the views of our parents and carers and so we have run regular 'Coffee and a Chat' sessions over the last few years, to give parents and carers the chance to contribute their thoughts on a range of important issues.

We would like to give parents and carers the chance however, to participate in a more regular meeting in the context of a parent forum, that could be a permanent body to represent the views of all parents and to be a voice to inform our school of the needs of children and families.

It is hoped that the Forum will facilitate communication between parents/carers and staff and governors. The forum will work to provide feedback on our provision and offer a parent's perspective on current policy and practice.

The forum will not be a place to address specific concerns or the progress of individual children. Parents who need to discuss such issues should approach their class teacher or the Head / Assistant Head as normal.

Parent forum meetings will be held every term. Each year, the Parent Forum's membership will be made up of parents and carers of children attending The Firs. We aim to have two representatives per year group and ideally one for each class. Members of the senior leadership team and hopefully a representative of the governing body will also attend meetings.

Copies of minutes will be made available on the school website, so that all parents and carers can be kept informed of what was discussed.

Once we have parent volunteers in place, we will hold an initial meeting where we can look at the term of reference for the group and discuss the most convenient dates and times to meet.

If you are interested in becoming a member of The Firs Parent Forum, then please complete the slip overleaf and return it to school by Friday 9th March. If there is more than 1 volunteer per class we will ask a Governor to draw names at random.

Yours sincerely,

Adam J.G Campbell (Headteacher)

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The Firs Parent Forum

I would be interested in becoming a member of The Firs Parent Forum.

Name of parent / carer:

Name of ChildClass.....

Please return this slip by Friday 9th March – thank you.