

# Brize Norton Primary School



Dear \_\_\_\_\_,

Hi, my name is Sara Coles and I have volunteered to be your parent council representative. I represent year 5, so the year group your child is in.

The parent council is a newly formed group of 7 volunteers, who aim to represent your views and opinions as a parent of the school.

The Aims of the Parent Council:

- Represent the view of all parents
- Report back to parents on matters discussed
- Support the school in its work with pupils and on matters of school improvement
- To give parents a voice and increased their active involvement in decision making
- To develop a partnership to support and promote pupil learning
- Encourage links with school, parents, pupils and wider community

As such the parent council will have an Advisory role - advising the head/governors on matters of importance to the parent body. And a Consultative role - a system for consulting parents on matters of school improvement and change.

We will work collectively as a group, taking your comments and ideas to meetings (we will endeavour to meet monthly) and providing feedback via your year group rep. Any action in terms of change will be decided upon by the school (head and governors) based on a thorough exploration of the pros and cons of such change, through the parent council meetings. A section of the school website has been developed and will provide minutes of meetings, progress updates and information about what we are working on. [http://www.brizenorton.org.uk/bn\\_school/parent\\_council.htm](http://www.brizenorton.org.uk/bn_school/parent_council.htm)

However, we are a newly formed group and would welcome your ideas and input, in the first instance, as to what you would like from your parent council. We are open to ideas and suggestions and want to respond flexibly to families needs. As we are each representing one year group we hope to be able to have one to one discussions with you and communicate in the best manner appropriate to suit your individual needs.

Please see overleaf for my specific plan to communicate with the Foundation year group.

Thank you for your time, I look forward to talking to you soon.

Helen Biro

Year 5 representative - Sara Coles

How to communicate with me.....

I am in school morning and afternoon each day, However, Monday and Tuesday I go straight to work so do not have much time, the rest of the week I am available to chat if you have any concerns that you wish to discuss with me, if more time is needed or you do not come into school regularly I have arranged with Mrs Barker that I will have a communication envelope in the entrance to the classroom, where you can drop me a note/ask me to give you a call etc. Of course if you are a working parent/carer, and do not go into the classroom regularly, I will arrange with you a specific more suitable time for us to talk, please complete the slip below and I will contact you directly if this is the case.

I look forward to talking to you soon.

Thanks,

Sara

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I am the parent/carer of .....

I do not visit the classroom regularly, and not attending the sharing assembly next week. So, please can you contact me as follows:

Please provide home contact and/or email address and suitable time slots for me to contact you.....  
.....

Please return this slip to school with your child and I will be in contact as soon as possible.

Thank you