



Headteacher / Pennaeth: Mrs Helen Luff

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**Richmond Park School,
Carmarthen**



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November 27th 2019

Dear Parents/Carers,

We recently informed you about a **Parent Council** we're looking to create at Richmond Park School. The aim of the council is to support the school with its strategic direction and the members will have an important role to play in helping to drive the school forward. I will be leading the Parent Council and we will discuss important areas such as teaching and learning, school policies and procedures, safeguarding, analysing parent questionnaires, etc. You will be an important link between the school and the wider community, helping us to form closer relationships with parents and develop a deeper understanding about matters which are important to parents in regards to their children's learning and development. This is an opportunity for parents to have an input into how and what we teach in the school, particularly as we look at a full curriculum reform in the next year or two.

The council will meet once every half term and the first meeting will be held for around an hour on **Tuesday 10th December at 3:15pm, where childcare will be provided.** During the first meeting we will discuss times and dates of future meetings in order to ensure they are convenient for everyone to attend at some point during the year. Parent council members are asked for their views, gather the views of other parents and feed back to us in meetings on key issues. We will discuss and celebrate what's working well in the school and what we could do better to further develop the school. A full set of minutes will be made available after each meeting and shared on our website for all parents in the school to see what was discussed and agreed. These minutes will also be shared with the Governing Body of the school. *Please note: The parent council is not a fundraising body and is completely separate to the PTA.*

I would like at least one parent from each class as a representative on the council. If you would be interested in joining me as a member of this council, please complete the slip below and return it to your child's class teacher by Friday 29th November. A letter will be sent home to all parents on Monday to inform you of who the council representative/s will be for your child's class. If you have any questions about the Parent Council, please do not hesitate to ask and I'll be happy to discuss this further. Thank you for your support in this matter and I really look forward to working with you.

Kind regards

Mr D Cooper
Deputy Headteacher

I would like to be a member of the school's Parent Council:

Parent name

Name of child Class

