



Wednesday 22nd March

Dear Parent/Carer

Parent Forum 2: Tuesday 28th March 2017

I am writing to introduce myself as the lead for parental engagement. A number of parents attended the drop in sessions in the Autumn term, and the feedback from this was that we should have a parent forum every half term. This is a great opportunity for parents to feedback on new initiatives and discuss ideas on how we can improve further. Our first parent forum in January was very productive and we have already set an agenda for the next meeting. In order to make the parent forum a successful part of the decision making process we need as many parents to attend as possible.

The date of the second parent forum is **28/3/2017, 3.30pm – 4.30pm**. Refreshments will be provided. (Please note this coincides with Year 9 Parents Evening).

If you will be attending the parent forum please call the office on 0121 459 4451 and confirm your attendance. If you are unable to attend but would like to email myself with any ideas or feedback to be taken into consideration that would be much appreciated. I will also email the meeting minutes to you.

I look forward to hearing your views and working with you to improve parental engagement at ARK Kings Academy.

Yours sincerely

L. Redhead
Head of Year 11 Learning
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Agenda

Item	Discussion	Actions
Year 11 pilot -FT main contact -Initial phone calls -Pre-emptive meetings -Person centred approach -Agenda sheet -Tracker (book review)		
Empowerment of form teachers -training needs audit -script		
Communication channels -Reception (times, list of FT) -SSM role and timetable		
Parent needs audit -drop in -SEN coffee morning -parent survey		
Parent events -Parent evenings/progress days -Positive termly events -Good model?		
Parent communication -MCAS -Printed results January -Parent pay/paywise -Feedback on text service		