



Thursday 30<sup>h</sup> December

Dear Parent/Carer

I am writing to introduce myself as the new lead for parental engagement. As part of my role I would like to hear your views on how we currently communicate with parents/carers and how we can improve. Next week I am holding 4 drop in sessions to discuss this and any other ideas you have. This will be an open forum and mince pies will be provided.

The sessions are:

Tuesday 6<sup>th</sup> December 12.15-1.15pm (before Year 7 Band musicianship)

Tuesday 6<sup>th</sup> December 4-5pm (after Year 7 Band musicianship)

Wednesday 7<sup>th</sup> December 8.30-9.30am (before Place 2 Be coffee morning)

Wednesday 7<sup>th</sup> December 11-12pm (after Place 2 Be coffee morning)

If you would like to attend one of the sessions 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 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
<b>Year 11 pilot</b> -FT main contact -Initial phone calls -Pre-emptive meetings -Person centred approach -Agenda sheet -Tracker (book review)		
<b>Empowerment of form teachers</b> -training needs audit -script		
<b>Communication channels</b> -Reception (times, list of FT) -SSM role and timetable		
<b>Parent needs audit</b> -drop in -SEN coffee morning -parent survey		
<b>Parent events</b> -Parent evenings/progress days -Positive termly events -Good model?		
<b>Parent communication</b> -MCAS -Printed results January -Parent pay/paywise		



-Feedback on text service		
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