



20th April 2015

Dear Parent/Carer,

Parent Forum, Wednesday, 29th April

Further to my last letter to you in March, the Parent Forum Planning Group met on 15th April to agree the format and content of the next meeting, which is scheduled to take place on **Wednesday, 29th April in the Community Room between 7:00 and 8:30pm.**

To begin the evening, the Group has asked me to deliver a short presentation on our approach to **'Achievement'** in the Academy. Following this, we agreed that we should provide time once again for debate and discussion around a number of key issues. The issues chosen for the next meeting were school trips (including cost) and uniform. These two main sessions will be punctuated with refreshments when parents will be able to try-out samples of some of the dishes served at lunchtime by **Caterlink**. We agreed that it is important for the Forum to provide the opportunity for parents to meet together and to chat informally as well as to discuss issues within a more formal agenda. We also hope that this will encourage more parents to attend these important events.

Programme for the evening:

Time	Content
7:00pm-7:10pm	Welcome, introduction and update on last meeting's action points.
7:10 – 7:35	'Achievement' - what we mean by this at Holbrook and how we try to ensure that all children achieve their potential. (Session will include relevant updates on forthcoming changes to GCSEs and proposed adjustments to the extended day/curriculum model for 2015-16.)
7:35 -7:50	Light refreshments (provided by <i>Caterlink</i>)
7:50 -8:20	Discussion groups and feedback (topics – 'Your views on enrichment opportunities, including costs and destinations of trips and activities week' and 'Your views on changing the uniform').
8:20 – 8:30	Final summing up and depart

We very much hope you will be able to come along to the Forum to contribute your thoughts and ideas to the process of the Academy working together with parents to improve everything we do. Several more reminders will be issued before the event.

Could I also remind you that if you wish to make any comments or suggestions at any time you can send them to parentforum@holbrookacademy.org where they will be read by me and members of the Planning Group.

Yours sincerely

A handwritten signature in black ink that reads 'Simon Letman'.

Dr Simon Letman