



Acting Head Teacher:
Mr Stewart James

Acting Deputy Head:
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Tuesday 24th September 2013

Dear Parents / Carers

This year the school will be continuing with Parent Representatives for each of the classes. I would like to remind you about the role and give the opportunity to nominate yourself as someone who would be interested in it.

What is the Role of the Parent Representative?

- A link between the class teacher, the senior leadership team and parents, especially for those parents who are not able to come into school.
- Ambassadors for the parents to inform the class teacher and senior leadership team about areas of the children's lives in school that are the cause for celebration or concern.
- Communicate with parents and encourage them to participate in school events, support the work of the PTA and attend meetings.
- Ambassadors for the school's Christian Values.
- Willing to volunteer services regularly or on an 'ad hoc' basis to attend school council meetings, class events, etc.

At Barcombe CE Primary School each class will have two parent representatives. One of the parent representatives will be a member of the PTA and the other will be chosen by being drawn out of a hat of parents who have put their names forward for a particular class. Any names not chosen will be put on a list in case there are any changes to the original teams throughout the year. The parent representatives will meet/communicate with class teachers regularly on an informal basis to discuss class events, different ways of supporting the class and areas for celebration or concern. The senior leadership team and parent reps will meet once every half term to discuss any matters that arise. The meetings will be on quite an informal basis and will be a good chance for parents to find out more about what is happening across the school, to make a difference and to make new friends. **Please can nominations be returned to the school office by Friday 4th October.**

Best Wishes

Mr James

Acting Head Teacher

Name of Parent _____

Class _____

I would like to nominate myself as someone who would be willing to be an ambassador for the parents of this class and the school.

Signed _____