

15 September 2011

Dear Parent/Carer

**Re: Parents and Learning Liaison**

I would like to take this opportunity to introduce myself as the new Parental Liaison Leader. In my role I will be working with Parents and Carers to help you understand how you can best support your child's learning progress.

Some of the areas I will be advising and meeting with you on are as follows:

- Assessment and levelling – What does it mean?
- Tips for assisting your child to reach, increase and exceed target levels.
- Understanding expectations for learning in the Academy and at home.
- Practical ways to support homework, literacy and numeracy at home.
- Using IT with your child to support success.

Below is a schedule of the first set of meetings I would like to offer and I hope to add to this further in the coming weeks.

Forthcoming dates for parent meetings:

**Mondays in The Library at 3:30pm – 4:30pm – Please use side door**

19 September 2011    Years 5 & 6 – Use of planners Years 5 & 6. SATs meeting for Year 6 families  
26 September 2011    Years 3 & 4 – Use of planners  
3 October 2011        Years 1 & 2 – Use of planners  
12 October 2011      Meet the teacher evening all years. Full details to follow

You play a key role in helping your child to be a success at the Academy so I look forward to working in partnership with you. Please feel free to contact me at the Academy through my email.

Yours sincerely



**Mr J Armitage**

Parental Liaison Leader

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