

Our Ref: WEK/DWe

12 December 2011

### **University Academy Parents and Carers Forum**

I am writing to bring to your attention a further opportunity for you to become involved in the life of our Academy.

All parents and carers are invited to participate in a new 'Parents and Carers Forum'. The forum will discuss a range of issues and will allow the Academy to develop and extend its partnership with parents and carers. The forum will not be an official decision-making body but it will have the opportunity to influence decision-making through open dialogue and regular communication with the Academy's Leadership Team and Governors.

The forum meetings will be held half-termly and agenda items can be suggested by any parent or carer as well as Academy staff. The focus of the forum is on whole-school issues and developments rather than individual or family concerns which should be discussed with the Heads of Achievement.

The forum aims to be fully inclusive and representative of the school community: all families are welcome and I hope many will participate. The Wirral Parent Partnership (WIRED) have agreed to support the forum and assist the Academy in developing 'family friendly' practices, with a particular focus on students with SEN and disabilities.

The purpose of the forum meetings are:

- To support the work of the Academy by involving parents and carers directly in their children's learning.
- To give a voice for parents and carers in the governance of the Academy, allowing opportunities to raise issues and consult on proposed changes.
- To gather and represent parental views for the Governing Body, Leadership Team and OFSTED.
- To promote parental involvement in school events, community events and the specialisms, including helping with extracurricular clubs and activities.

If you would like to find out more about the Parents and Carers Forum, please complete the tear-off slip below and return it to Mrs D Welch at the Academy.

We are holding our first meeting on **Thursday 9 February at 4.00 p.m.** and we would be delighted to see you there. We aim to make the meeting relaxed and informal and refreshments will be available.

Yours sincerely

**S McMahon**  
Principal

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**University Academy Birkenhead  
Parents and Carers Forum**

**Please return to Mrs D Welch, PA to the Principal**

I/We will be attending the Parents and Carers Forum Meeting on Thursday 9 February at 4.00 p.m.

Parent /Carer Name(s):

Student Name:

Form: