

February 2020

Dear Parent/Carer

The Senior Leadership Team of the Secondary phase at Appleton Academy would like to take this opportunity to invite you to our first 'parent drop-in session'.

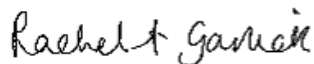
The drop-in session will provide parents and carers with an opportunity to meet the Extended Leadership Team, in an informal setting, where we can discuss the things that are going well and explore what we can do to improve the relationship between the Academy and our parents and carers. This will ensure that we are supporting each other and enabling your children to be successful in school.

The drop-in session will take place between **4.00pm and 5.30pm on Thursday 13 February 2020** and you will be able to meet myself and a variety of other senior staff. We want this to be a supportive and constructive forum, both for you and us. You will also have an opportunity to make a private appointment to meet with myself or other leadership colleagues if there are things you wish to discuss but do not want to raise at the drop-in session.

We hope that you will be able to attend and that we can work together to continue to improve the Home-Academy relationship, as it is very important for us to hear the views of all of our parents and carers. The drop-in session will also give Senior Leaders at the Academy an opportunity to address some of those issues and respond to queries and concerns.

It is not necessary to make an appointment to attend the session, you can just drop-in at any point during the times outlined above – we look forward to meeting you.

Yours faithfully

A handwritten signature in black ink, appearing to read "Rachel R Garlick".

Mrs R Garlick
Head of Secondary