COLLIS PRIMARY SCHOOL

Fairfax Road, Teddington, Middlesex TW11 9BS
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Headteacher: Kevin Hogston
Lead Assistant Heads: Melissa Humphries and Sophie Macartney

29th September 2023

Dear Parents and Carers,

NEW COMMITTEE MEMBERS FOR THE COLLIS PARENT FOCUS GROUP

What is the Parent Focus Group?
The Parent Focus Group (PFG), which has been running for over eight years now, is seeking new members to form our 2023 Parent Focus Group. This group will meet once each half-term and serves as an additional body that represents the parent voice within the school. The meetings are chaired by Mr. Hogston, with parent members representing each year group. Members from the Governing Board and the CSA committee also attend the meetings. For transparency, a full list of members and minutes will be available on the school website. The primary purpose of the group is to provide constructive feedback, whether it's positive, negative, or neutral, to the school while acting as a 'sounding board' for future decisions on school policy. Although the group does not make school policy decisions, it significantly influences them. The PFG is consulted and its input is valued as the school considers a variety of viewpoints and feedback before making any new policy decisions.

What will be discussed at the meetings?
The agenda is open, so if it needs to be discussed, it will be.

How can I become a member?
Ideally, we would like to have around 12-15 parents from different year groups to form the group. If you are interested, please email Stephanie Knight at sknight@collis.richmond.sch.uk with your name and the name(s) of your children by noon on Friday, 13th October 2023.

Details of previous meetings, future dates, and previous minutes can be found on the school website at http://www.collis.richmond.sch.uk/parent-focus-group/

Meeting Dates:
Thursday, 2nd November - 2.00pm
Thursday, 18th January - 2.00pm
Thursday, 29th February - 2.00pm
Thursday, 25th April - 2.00pm
Thursday, 6th June - 2.00pm – with Governors

Thank you for your interest.

K J. Hogston

KEVIN HOGSTON
Head Teacher