



'Our Best at all Times'

Headteacher: Mrs Mitzi Nichol

21 September 2020

Dear Stillness Family

I hope you are all well. Following the communication workshop and to further improve communication and collaboration between school, teachers and parents we would like to introduce a Parent Representative for each class in our lovely school. Parents play an important part of our community and a Representative will help to maintain good communication between us all, whilst also being a valuable resource to the teacher and the class.

The parent representative is a great opportunity to get involved in your children's education and to learn more about how the school is working. Our understanding of that role comprises:

What is a parent representative?

- The parent representative liaises with the parents in the class by keeping them informed of activities and events.
- The parent representative is a "support resource" for times when the teacher may request resources or support.
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What specifically does a parent representative do for the parents?

- The parent representative encourages the parents to volunteer when needed – either for activities and events when requested by the class teacher or headteacher.
- The parent representative passes on ideas/requests from the parents to the headteacher/leadership at half termly coffee mornings.

What does a parent representative do for the teachers?

- The parent representative, at times when the teacher may need additional support, arranges assistance via the parent class body in a manner needed by the teacher.

What specifically does a parent representative not do?

- Class representatives are not to be used to channel information or queries about a specific child or children.



Suggestions for ways to support the class and the teacher:

(not always being actively involved but providing the link to other parents that may be able to help)

- Communication with class parents
- General in class support as requested by the class teacher
- Encouraging parents to support school and class events
- Help with organising school events
- Accompanying the class to offsite events
- Helping with other practical activities
- Helping with class assemblies
- Researching parents' expertise - people with particular skills e.g. sewing, speaking a foreign language, interesting jobs...
- Organising a working party for an outside area or 'in class' "tidy-up"

Can you please liaise within your class groups and decide who is going to be the class representative (or you may wish to share the role) and email this to kim@stillnessjs.lewisham.sch.uk.

As always, thank you for your support.

Yours sincerely

Mrs M Nichol
Headteacher