



Monday 22nd January 2024

Dear Parents/Carers,

Re: Keeping in Touch – Parent Surgery with the Headteacher

Firstly, I hope you and your families are well.

I am writing to let you know about the opportunity for you as parents and carers to attend a Parent Surgery. This will take place from 4:30 pm – 5:30 pm on Mondays. You will be able to book a 20-minute slot for an individual meeting with the headteacher on one of any of the following dates:

- Tuesday 30th January
- Tuesday 6th February
- Tuesday 20th February
- Tuesday 12th March

The Parent Surgery does not replace ordinary meetings to discuss your child's progress or meetings with the Head of Year of Form Tutor. The session is available for individual parents who have a specific request or issue they would like to discuss directly with the headteacher. The session will take place in person at Rooks Heath School.

If you wish to book a slot, please send an email to Mrs Goodlitt at cgoodlitt@rooksheath.harrow.sch.uk

Please remember too that you are welcome to participate in our Parents, Teachers, Friends and Associates (PTFA) meetings which alternate half-termly online and in person. Please email Ms Grover if you would like to participate at hgrover@rooksheath.harrow.sch.uk . Please continue to check our website and read all communication sent to you.

I look forward speaking to some of you at a Parent Surgery.

Yours sincerely

Mrs Miriam Manderson
Headteacher

