

08 October 2020

Dear Parents/Carers,

Re: Keeping in Touch – Parent Surgery with the Head teacher

Firstly, I hope you and your families are well. I hope that the communication in my letters has been worthwhile and that we have enabled you to keep abreast of things whilst we go through these very unusual circumstances evolving around the Coronavirus pandemic.

Your children are our priority. With this being said, I want to give parents and carers an opportunity to participate in an online communication session in order to discuss with you some of the work we have been doing, and to inform you of our potential next steps. This will also be an opportunity for you to ask myself questions on any matters you are unsure about, which we hope we will be able to satisfy.

Some of you will remember that I introduced a Parent Surgery last year and a few parents used this opportunity. I would like to arrange this again for this year. I have arranged for a Parent Surgery to take place from 4:30pm – 5:30pm. You will be able to book a 20-minute slot on one of any of the following dates:

- Thursday 22nd October
- Thursday 5th November
- Thursday 19th November
- Thursday 17th December

The session will take place remotely on Microsoft Teams. If you do not have Teams installed on your computer or mobile device, you will be able to easily access it via your browser, there is no need to download a special app.

If you wish to book a slot, please send an email address to **Reka Soti** at rsoti@rooksheath.harrow.sch.uk, and you will receive an invitation to join a Microsoft Teams meeting.

I would also like to take this opportunity to remind you that we will be closed for the half term which is from Monday 26th – Friday 30th October.

Please continue to check our website and read all communication sent to you via our SIMS in Touch app.

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

Until then, keep safe and best wishes.



Miriam Manderson
Headteacher