



Tuesday 21 September 2017

Dear fellow parents and carers,

Class Reps

The PA are in the process of updating the contact lists for the class reps. We normally receive updated class lists for years 7, 10 and 12 but we feel now is the time to start afresh to ensure all who want to be included are and any who do not want to receive communications this way do not have to.

The main focus of class reps is to create a proper channel for parents to raise queries or make suggestions to the school with a dedicated member of the SLT available to respond in person. Full minutes of the class rep meetings are available to all on the school website. Additionally, messages sent via class reps may include reminders for events that have gone out on SchoolComms and requests for donations or volunteers.

In order to be inclusive to all, class reps should disseminate information from the PA by email to the full class list by blind copying all members. If the class has an additional communication method such as Whatsapp or Facebook group then they can put messages from the PA via that channel as well as by email.

If you do not want to be included in the list of email addresses sent to your class rep please email us on contact@saintolavespa.net with the title "Class rep opt out" by Tuesday 28th November and include your name(s) and the name(s) and class(es) of your child/children.

In addition, there are still a few classes in need of class reps. If you would like to support your school in this way and are a parent of a child in 9C, 11L, 11N, 12O, 12Q, 12V or 12X please contact our class rep coordinator Winnie on twnteo@gmail.com to volunteer or find out more information.

Volunteers

The PA are organising a database of volunteers. If you would like to be on the volunteer contact list please email contact@saintolavespa.net with your name, child's class, mobile number (optional) and which events you are interested in helping with. The options are refreshments, uniform sales and mock test invigilating. For other events we will put out requests via SchoolComms or class reps. Your name will remain in the database until either your child has completed year 13 or you ask to be removed.

Minutes

Both sets of minutes from the recent PA meeting and AGM can be found on the school website in the usual place.

Kind regards,
Charlotte Rutter