

19 January 2017

Dear Parent/Carer

Unfortunately due to illness Peter Midwinter will be absent from the Academy for a while and during this absence I will assume the position of Acting Principal.

I have been Vice Principal at the Academy for the last two years and am fully aware of the strengths and indeed areas that we need to work on. One of those areas that I feel is of particular importance is how we communicate with parents.

As such, we will be introducing surgeries, which will allow parents to meet with me and raise any issues they may have. The surgeries will take place from 2pm to 6pm on the dates listed at the bottom of this letter and appointments can be made through my PA, Sheila Cahill, via email scahill@srwa.woodard.co.uk. The duration of each appointment will be 15 minutes.

These surgeries will replace the parents' forum.

Please do come along as your feedback is valued.

Yours faithfully

Kieran Scanlon
Acting Principal

Time	February	March	April	May	June	July
2pm – 6pm by appointment	07 February	07 March	04 April	02 May	06 June	11 July
	14 February	14 March	25 April	09 May	13 June	
	28 February			16 May	20 June	
				23 May	27 June	

