

# Meir Heath Academy

Headteacher: Mrs J C Luke

Golborn Avenue, Meir Heath, Stoke-on-Trent, ST3 7JQ

Telephone (01782) 393856, Fax (01782) 392755, e-mail [office@meirheath.staffs.sch.uk](mailto:office@meirheath.staffs.sch.uk)

10<sup>th</sup> February 2017

## Recruiting Parent Volunteers

Dear Parents, Grandparents and Friends of Meir Heath,

### We need your help!

Please can you help us for an hour a week either at the start or end of the school day? If you are interested in volunteering, then we would love you to help!

### How can I help?

We would like our volunteers to listen to children read, change their books if they have come to an end, fill in the reading diary and then record in the teacher's record that the book has been changed. That's it!

### You'll Love it!!

We already have a few parents/ grandparents who enjoy coming into school and we are extremely grateful for their help and time. They are always very complimentary of the children, comment regularly how much they enjoy being in school and helping out. **We would like to extend our team of volunteers to at least two per class – that's at least 28 volunteers.**

### Training

We will provide a brief training session to explain the reading scheme structure and answer any questions.

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## Reading Workshop Volunteer Reply Slip

I \_\_\_\_\_ (\*name of parent/ friend of Meir Heath)\*delete as appropriate

relationship to \_\_\_\_\_(child's name) can help on a weekly basis. I am available to help on:

Monday	Tuesday	Wednesday	Thursday	Friday
am/pm	am/pm	am/pm	am/pm	am/pm

**Please circle the day and time** that you are available to help and hand to the School Office.

n.b. Please note that all volunteers will be required to complete a 'Disclosure and Barring Check' as part of the school's safeguarding procedures.

