



The Shared Learning Trust

THE CHALK
HILLS ACADEMY

Leagrave High Street
Luton

LU4 0NE

+44 (0)1582 884 100

chalkhills@thesharedlearningtrust.org.uk

Our Ref: LLE/lt

18th January 2018

Dear Parent/Carer

Principal Surgery - Monday 22nd January

I will be holding my second drop-in surgery for parents and carers on Monday 22nd January between 09:30am and 11:00am.

These sessions are for parents and carers to meet with me; raise any concerns or just drop in for a chat, or to let us know what we are doing well. This is an opportunity to meet face-to-face.

If you would like to make an appointment to come along please either telephone the academy reception on 01582 884100 or email the request to chalkhills@thesharedlearningtrust.org.uk.

All appointments will initially be 10 minutes, with follow up appointments made where necessary; all times will be allocated on a first come, first served basis. It would be very helpful if the overall focus of the meeting could be known in advance in order that I might be able to find some answers should you have any particular question.

I look forward to meeting with you.

Yours sincerely

Louise Lee
Principal

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LEARNING TRUST

