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JM/hc

7th October 2020

Dear Parents/Guardians,

We would like to invite you to attend the Annual General Meeting with the governors of Penglais School on **Tuesday 20th October at 6.00pm via a webinar**. Please use the link below to access the webinar.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTJiMzRjMDAtMjZlMCM0OGUzLTgzZGUtZDIiN2EwMzMwNDA2%40thread.v2/0?context=%7b%22Tid%22%3a%224f3f0e52-b734-4164-9409-1b601d147993%22%2c%22Oid%22%3a%22c25aa25c-ddf5-4761-a64f-e5dece5b316b%22%2c%22IsBroadcastMeeting%22%3a%22true%7d

The purpose of the meeting is to share our progress over the past year and will happily discuss with you the school's achievements, any concerns or suggestions you may have, and the developments planned for the coming year.

We would be particularly pleased to see parents and guardians of Year 7 pupils and any other newcomers to school. The meeting is based around the AGM Governor report which is attached. As the meeting will be a virtual event, we ask you to send in any questions in advance so that these can be addressed. We will also, of course, answer any questions raised during the evening.

The programme for the evening will be:

Welcome and introductions
Apologies for absence
Key issues in the Governors' Report for 2019 - 2020
Discussion of matters arising from the report
Any other points you wish to raise with the governors

Please can you email Mrs Helena Clements, Clerk to the Governing Body at hcl@penglais.org.uk if you are able to attend the meeting. If you wish to raise any questions relating to the report, or school procedures in general, please may you submit these to Mrs Clements by email no later than **3pm on Monday 19th October**.

Yours faithfully,

Prof. Jon Moorby
Chair of Governors`

Pennaeth / Headteacher:- Ms Mair Hughes