Dear Parent/carer, children, staff and governors

## Variation to the admission arrangements of Greenway First & Nursery School. Case reference: VAR/000596

The above proposal has been referred to the Schools Adjudicator.

The adjudicator appointed to determine this case is Mrs Janet Mokades. She has decided to hold a public meeting between 7.00 pm and 8.30 pm on Thursday 8 November at Greenway First & Nursery School, Crossways, Berkhamsted, HP4 3NH.

The purpose of the meeting is for the adjudicator to hear the views of those present. She will listen to what is said. She will not be answering specific questions about the case and will not make her decision on the night. Time allowing, all those attending will have an opportunity to put their views to the adjudicator (limited to two minutes per person). Again, time allowing, there will be an opportunity to comment on what others have said. However, debate between the parties will not be acceptable as that is not the purpose of the meeting.

If you are unable to attend but would like to comment, you should send these either by post or email to:

Martin Clark
Case Manager
Office of the Schools Adjudicator
Mowden Hall
Darlington
DL3 9BG

Email: osa.team@osa.gsi.gov.uk

Comments can be received up to the 16 November 2012

If you require further information please call 01325 735616.

Regards

Martin Clark Case Manager