

Dear Head Teacher/ Family Liaison officer

We are delighted to tell you that the Parent Carer Forum for Cheshire West and Chester is growing and restructuring. We would like to have a PCF parent representative in each special school in the borough, and ideally also in each mainstream school too.

We would be grateful if you could approach any parents that you feel would be suitable candidates for this role in your school.

We would also be grateful if you could also publicise this role for us to your parents and carers.

I attach a document explaining the role.

To summarise, the PCF School Liaison Representative role is as follows:

- Organise Coffee events at Specialist/Mainstream schools
- Be the voice of the parents at your school setting
- Share PCF literature and event details.
- Work with other PCF school liaison reps to understand the common concerns.
- If necessary, organise joint Focus Groups across settings to understand parents' concerns.
- Engage and share Cheshire West PCF on social media activity
- Forge relationships with SENCO's
- Escalate issue to PCF Management Committee

The person that we are looking for would be passionate and professional, organised, respectful and objective.

We have provided leaflets and would be grateful if you could share them with potential candidates.

Thank you so much in advance for your help with this.

Kind regards

PCF Cheshire West and Chester.

School Liaison Representatives

<https://docs.google.com/document/d/1qBvgOFhYSjmtuDKHLvI8SU74hjFpit2Z/edit?usp=sharing&oid=115678258989379878918&rtpof=true&sd=true>

PCF Website

<https://www.pcfcheshirewest.org/>



We are a voluntary group of Parents & Carers in Cheshire West & Chester, who have children/young people with special educational needs and/or disability (SEND).

**The purpose / aim of the PCF is...**

- To be the voice of as many parents/carers as possible
- Work in partnership with providers of Education, Health Care and Social Care services to influence decisions about gaps in services.
- Provide advice and information links to Professionals and Voluntary Organisations.
- Co-produce improvements to Services so that all children and young people in the Borough with SEND are given the chance to achieve the best possible outcomes.

"I've found a great link from the PCF about the SEN Services in our area and where to go for help and advice."

"It's great to meet other parents in the same situation as me, they have lots of useful advice and support."

"We're speaking for our children and young people"

[www.pcfcheshirewest.org](http://www.pcfcheshirewest.org) [www.facebook.com/pcfwa](https://www.facebook.com/pcfwa)



Come along to our free PCF events to find out what's going on in Cheshire West & Chester and tell us about what's important to you, your child or young person.

**Dates for the Diary**

**2021**

- Oct 13th, 10.30-11.30 - Zoom Parent Training Preparation for Future A talk about Wills & Estates By Group representative Jim Wood
- Nov 10th, 10.00-14.00 - Hartford Golf Club Transition Strategy Update Commissioning Strategy Update Marketplace
- Dec 8th, 10.30-11.30 - Zoom Complex Care Packages- How can I use them? See the website for more details or to book online [www.pcfcheshirewest.org](http://www.pcfcheshirewest.org)

**Save the Date**

**2022**

- Jan 12th, 10.30-11.30 - Zoom Parent Training CHRP's New Page Profile
- Feb 9th, 10.00-14.00 - Cheshire View Preparation for Adulthood High Level Review Update Marketplace
- Mar 9th, 10.00-11.30 - Zoom Mental Health Update Meet the Experts
- Apr 13th, Evening - Zoom 10
- May 11th, 10.00-14.00 - (Blossom Port Hotel) Topic 1: Sensory Processing
- Jun 8th, 10.30-11.30 - Zoom Care Home
- July 13th, 10.30-11.30 - Zoom AC 24

For more details or to book, visit our website: [www.pcfcheshirewest.org](http://www.pcfcheshirewest.org)