

**April 2025**

Dear Parents and Carers,

As one of 36 schools that belongs to Our Lady of Lourdes Catholic Multi-Academy Trust (OLoL CMAT), we are committed to improving communication within our Trust community and beyond.

As part of this commitment, we are pleased to introduce our new OLoL CMAT *Communications Guidance for Parents and Carers* designed to make communication clear, accessible, and effective for everyone in our community.

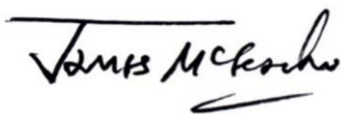
Our key aims are to:

- Keep parents, carers, and staff well-informed.
- Ensure all communication is respectful and values the dignity of every member of our community.
- Use simple, jargon-free language that is easy to understand.
- Work closely with families, staff, and pupils on important matters.
- Support our mission to provide an 'Outstanding Catholic education for all.'
- Regularly review and improve how we communicate.

We believe this guidance will strengthen the relationship between our schools, families, and staff – helping us stay connected and ensuring everyone feels informed and involved.

Thank you for your continued support.

With prayers and best wishes,



**James McGeachie**  
CEO, Our Lady of Lourdes Catholic Multi-Academy Trust



**Gregory Hughes**  
Head teacher St Hugh's Catholic Primary

