**<Church Letterhead>**

<Name of Principal>

<School name and address>

Date: DD/MM/YYYY

**Changes to SRE Classes for <YEAR>**

Dear Principal <insert name>

Thank you for your support of SRE in <YEAR>. It has been a pleasure participating in the life of the school and teaching the students about the Christian faith during our weekly SRE classes. We hope our contribution has been a valuable part of their educational experience.

In <YEAR> we would like to work with the school to make some changes to the current SRE arrangements. In <YEAR> we provided SRE for all Protestant students in years K-4. In <YEAR> we would like to extend our SRE commitment to include years 5 and 6. We anticipate the classes will run alongside the current SRE arrangements and we are keen to work out a time for the new classes that is mutually acceptable.

Could we please meet to discuss these changes and work out a suitable spot in the timetable? Alternatively if you could suggest a suitable time for the classes I will discuss it with the teachers and get back to you as soon as possible.

The teachers will continue to use the authorised curriculum of the Sydney Anglican Diocese and a copy of the curriculum can be found at <http://cepconnect.com.au/curriculum>.

**Anticipated Protestant SRE Schedule** <YEAR>

|  |  |  |  |
| --- | --- | --- | --- |
| **Year Group** | **Day** | **Time** | **Number of classes** |
| Kindergarten  |  |  | # |
| Year 1 |  |  | # |
| Year 2 |  |  | # |
| Year 3 |  |  | # |
| Year 4 |  |  | # |
| Year 5 |  |  | # |
| Year 6 |  |  | # |

We look forward to working with the school again in <YEAR>.

Yours Sincerely,

<Signature of Senior Minister>

<Name printed>

<Name of Church>