**Review of School Support Services**

Colleagues,

                I’d like to apologise about the size of the room for yesterday’s open meeting. I know some people were not able to get in. To try and make up for that we have now added two new dates at Merchiston and Sighthill in early March which are detailed below.

Just to remind you I am leading a review on how best to provide support to schools within the new school based structure which will come in to play on 1 August. It will be important that support is well aligned to the needs of the schools and driven by the academic strategy.

**Open Meetings**

All staff are invited to contribute to the review.  Specifically, the following open meetings have been arranged to get a wide range of staff views on how school support structures could operate.

* Craiglockhart Campus - 18 February, 1.30 – 3.30pm, 2/07.
* Sighthill Campus - 20 February, 9.30 – 11.30am, 3.D.03.
* Merchiston Campus – 2 March, 12 – 2pm, A55.
* Sighthill Campus – 5 March, 9 – 10am, 2.D.03.

We will also meet with other groups who can provide particular insights during the next few weeks including Heads of School, Directors of service and Faculty Operations Managers.

**Your Feedback**

We do recognise that not everyone can attend the open meetings, but we would welcome feedback from all staff so if you do have any suggestions or comments please email

schoolsupport@napier.ac.uk

You can also visit the discussion forum where you will find some slides that we will be using at the open meetings to stimulate discussion around what support for the schools should look like.