

**P R I M A R Y S U P P L Y**

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P.O. BOX 8043, LEICESTER, LE21 3AB. TEL: 0116 271 6470

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Addressee Name  
School Name  
Address line 1  
Address line 2  
Address line 3  
Postcode

Date:

Dear \_\_\_\_\_,

We are glad to have been able to help you with your staffing needs during this academic year.

PRIMARY SUPPLY is always striving to improve its service and feedback is vital for this continuous improvement. As part of that process we will soon be contacting your primary feeder schools in the area, so would therefore be grateful if you would take a few minutes to fill out the questionnaire overleaf and return it within the SAE enclosed.

We will consider all comments you make with the utmost importance, as they will assist to improve our service.

We hope that we will be able to help you with any staffing requirements you may have in the new academic year.

Thanks in anticipation,

for PRIMARY SUPPLY

**Enclosures: Form and SAE**

# PRIMARY SUPPLY

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**How do you feel PRIMARY SUPPLY is performing overall in regard to:**

	Excellent	Good	Acceptable	Poor
Understanding your school's needs?				
Supplying quality teachers who suit your school?				
Honesty?				
Reliability?				
Promptness?				
Value?				

**Please make any further comments:**

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**Please indicate any areas which you would like PRIMARY SUPPLY to improve upon:**

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Signed: \_\_\_\_\_ Name in Full: \_\_\_\_\_

Date: \_\_\_\_\_ Institution: \_\_\_\_\_

We may disclose this information to third parties unless you indicate you do not wish us to do so by ticking this box