[DATE]

Dear [staff/parents/carers/students/community members],

I am pleased to inform you that [name of school/early learning service] has committed to developing a [Reconciliation Action Plan (RAP)](https://www.narragunnawali.org.au/raps/what-is-a-rap). Our RAP aims to support our school/early learning service community in developing an educational environment that fosters higher levels of knowledge and pride in Aboriginal and Torres Strait Islander histories cultures and contributions. Through our RAP, we will commit to strengthening relationships, respect and opportunities in the classroom, around the school/early learning service and with the community.

Developing our RAP is a long-term commitment that will require ongoing consideration and collaborative effort. Within our community, there is unique knowledge and valuable experience that we would love to see reflected in the Actions that we commit to in our RAP. Therefore, to ensure our RAP creates meaningful and sustainable change, we would like to seek your support. This letter is a call to action for staff/parents/carers/students/community members to express their interest in helping to drive our RAP development and implementation journey.

If you would like to be involved in any way with the development and ongoing implementation of our RAP, including being part of the RAP Working Group, please get in touch with myself or another staff member via [contact details] to discuss further.

To learn more about Reconciliation Australia’s Narragunnawali program and RAP development process, you may also like to visit: [www.reconciliation.org.au/narragunnawali](http://www.reconciliation.org.au/narragunnawali)

Kind regards,

[Name]