Friday 1st November 2019

Dear Parents and Carers,

Parents’ Evening for all classes, with the exception of Nursery has been arranged for Tuesday 19th November 2019; where you will be able to have a 5 minute appointment to find out your child’s progress so far this academic year.

Please fill in the attached slip and return it to your class teacher, your child will then be given a slot between your preferred time for you to come into school and discuss your child’s progress.

There will also be an opportunity for you to hear about ‘Online Safety’, ‘Asthma Awareness’, a new school P.T.A., the school website and to sample food that is served at lunchtimes to our pupils; these activities are taking place in the school hall so please pop in before or after your appointment with your child’s class teacher.

Yours sincerely,

Miss Barker

Headteacher

Tuesday 19th November 2019

Pupil’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class: \_\_\_\_\_\_\_\_

I wish to make a five minute appointment with my child’s class teacher for Parents’ Evening.

I would like an appointment if possible between:-

* 4.00 p.m. - 4.30 p.m.
* 4.30 p.m. – 5.00 p.m.
* 5.00 p.m. – 5.30 p.m.
* 5.30 p.m. - 6.00 p.m.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Parent/Carer)