



HOLY TRINITY STACKSTEADS C.E. PRIMARY SCHOOL,
Booth Road, Stacksteads, Bacup OL13 0QW
Tel: 01706 877025 Fax: 01706 870482

Headteacher: Mr J. Aspin B.Sc.



Dear Parent,

Friday 22nd March 2019

Parents' Evening - Monday 1st April 2019

Your child's teacher will be available to discuss your child's work, behaviour and progress at the following times on Monday 1st April.

- **SESSION 1** - 3.30 p.m. to 5.00 p.m. or **SESSION 2** - 5.30 p.m. - 7.00 p.m.

If you would like to make an appointment to see your child's teacher, please return the attached form by Tuesday 26th March 2019. If you have more than one child, include them all on the form and return it with your **oldest child**. Confirmed appointment times will be sent home on Wednesday 27th March 2019.

Delaying the return of the attached form may result in your child's teacher being unable to offer you your preferred appointment time. ***If you make an appointment and then find that you will be unable to attend please let your child's teacher know as soon as possible.***

Yours sincerely,
 J. ASPIN
 Head Teacher

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Parents' Evening Appointment - Please return by Tuesday 26th March 2019

TO BE RETURNED TO YOUR OLDEST CHILD'S TEACHER

PLEASE TICK WHETHER YOU PREFER AN EARLIER OR A LATER APPOINTMENT. PLEASE NOTE THAT IT MAY NOT ALWAYS BE POSSIBLE TO ACCOMMODATE YOUR REQUEST.

Monday 1st April	SESSION 1 3.30 p.m. to 5.00 p.m. []	SESSION 2 5.30 p.m. to 7.00 p.m. []
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completed by parent	completed by parent	completed by teacher
NAME OF CHILD	CHILD'S TEACHER	APPOINTMENT TIME

