



**St Peter's Church of England  
Primary School**  
Cromwell Street  
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LS9 7SG



**Head Teacher: Mrs E. Holliday**  
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Parent and Teacher phone call

Dear Parents,

This term we would like to speak to parents about how your children are progressing in school. We are going to have phone call appointments on the following days.

**Wednesday 24<sup>th</sup> November and Thursday 25<sup>th</sup> November between 3.00pm and 5.30pm**

Teachers to share information about your child's progress, behaviour, homework, reading and areas they need to work on. You will be able to ask the teacher questions. Each phone call will last no longer **than 10 minutes**.

Please could you tick the time best for you to receive a phone call and write down any other children you have in school. Please ask for different times for each of your children. Please write the phone number for them to call you on and return this letter to school. The teacher will tell you which half hour slot you will be phoned. They will ring either from the school number or their mobile. If they call from their mobile **it will not show their number** but please answer anyway.

If you are likely to have difficulty managing a phone call please contact me at school.

Yours sincerely

Mrs E J Holliday

I would like an appointment made at one of the following times:-

	WEDNESDAY 24 <sup>TH</sup> NOVEMBER	THURSDAY 25 <sup>TH</sup> NOVEMBER
3.00-3.30		
4.00-4.30		
4.30-5.00		
5.00-5.30		

Signed..... Parent/Guardian of ..... Class .....

I have other children in:

Class..... Name:.....

Class..... Name:.....

Class..... Name:.....

The best number for the teacher to call me on is \_\_\_\_\_

Name of child .....

You will be called Wednesday 24<sup>th</sup> November / Thursday 25<sup>th</sup> November between \_\_\_\_pm & \_\_\_\_ pm

Many thanks ..... Class teacher



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