

AC/CLW

26<sup>th</sup> September 2016

Dear Parents

**Teacher - Parent Consultations**

Teacher - Parent Consultations will be taking place shortly. The dates and times for all classes are as follows:

**Monday 10<sup>th</sup> October 2016**                      **3.30 - 6.00 p.m.**

**Tuesday 11<sup>th</sup> October 2016**                      **3.30 - 6.00 p.m.**

**The emphasis of these meetings is on how your child is settling into his/her new class.**

Teachers will be available for a **slot of 10 minutes by appointment only**. Every effort will be made to fit you in at your preferred time. If none of these times suit, please contact the teacher to make another appointment at a mutually agreed time.

We would very much appreciate it if you would indicate on the slip below, your 1st and 2nd preference for these meetings. Please return the slips to school by **Friday 30<sup>th</sup> September** at the latest; to allow teachers to let you know which 10-minute appointment time you have been allocated. We will try to ensure that parents with children in more than one year group are given appointment times close together to avoid too much waiting.

**School places a very high emphasis on Teacher - Parent Consultations and partnership, and we look forward to seeing you on one of these days. To get the best from these meetings, please make arrangements so that you can speak to the teacher without children being present.**

Yours sincerely

Mrs A Crawshaw  
Headteacher

✂ .....

I/We will/will not be attending the Teacher/Parent Consultation meeting.

Name of child: .....

Signature of Parent: .....

A 10 minute slot between these times	Monday 10 <sup>th</sup> October 2016	Tuesday 11 <sup>th</sup> October 2016
3.30 - 4.00 p.m.		
4.00 - 4.30 p.m.		
4.30 - 5.00 p.m.		
5.00 - 5.30 p.m.		
5.30 - 6.00 p.m.		

**CLASS:**

**DATE: MONDAY 10<sup>th</sup> OCTOBER 2016**

<b>TIME</b>	<b>NAMES</b>	<b>COMMENTS</b>
3.30		
3.40		
3.50		
4.00		
4.10		
4.20		
4.30		
4.40		

<b>4.50</b>		
<b>5.00</b>		
<b>5.10</b>		
<b>5.20</b>		
<b>5.30</b>		
<b>5.40</b>		
<b>5.50</b>		
<b>6.00</b>		

**CLASS:**

**DATE: TUESDAY 11<sup>th</sup> OCTOBER 2016**

<b>TIME</b>	<b>NAMES</b>	<b>COMMENTS</b>
3.30		
3.40		
3.50		
4.00		
4.10		
4.20		
4.30		
4.40		

<b>4.50</b>		
<b>5.00</b>		
<b>5.10</b>		
<b>5.20</b>		
<b>5.30</b>		
<b>5.40</b>		
<b>5.50</b>		
<b>6.00</b>		