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Head teacher: Mr. T. Barnes

Autumn Term Parents' Evening

29th September 2017

Dear Parents and Carers,

An opportunity for you to speak to your child's class teacher has been arranged for:

Wednesday 11th October from 3.30 – 7.00 p.m.

This will allow you to talk to the teachers about your child's progress. Each appointment will last approximately 5 minutes. This is an important occasion when you can meet your child's class teacher.

Appointments will take place in: -

- The Nursery for Nursery children,
- Reception classrooms for Reception children
- The small hall for Y1 and Y2 children
- The main school hall for pupils in Y3, 4, 5 & 6.

Teachers will provide a summary of how your child has settled into their new class, and how school and parents can work together to support your child in their learning. Refreshments will be served and your child's literacy and numeracy workbooks will be available for you to look at.

Please indicate below which time you would prefer and return your slip by **Friday 6th October** at the latest. Staff will meet to arrange appointments and inform you of the time(s) in due course.

In fairness to other parents we do ask that you keep to the five minute appointment time. If you need to extend your conversation please arrange this with the class teacher. Once slips have been returned, a further confirmation letter will be sent to you with the precise appointment time.

Yours sincerely

Mr. T. Barnes
Headteacher

Parents' Evening Wednesday 11th October

Child's Name _____ Class _____

I would like an appointment time between (please tick as many boxes as you can to show your availability for **one meeting**):

| | | | |
|------------------|--|------------------|--|
| 3.30 – 4.00 p.m. | | 5.30 – 6.00 p.m. | |
| 4.00 – 4.30 p.m. | | 6.00 – 6.30 p.m. | |
| 4.30 – 5.00 p.m. | | 6.30 – 7.00 p.m. | |
| 5.00 – 5.30 p.m. | | | |

| | |
|---|-------|
| Names and classes of any siblings in school | |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |