

**HEADTEACHER:** Mr S. Chiswell, BA Ed (Hons) NPQH  
**DEPUTY HEADTEACHER:** Mrs L. Waldram, BSc (Hons) PGCE

**Email:** stmaryscadd@cbc.beds.sch.uk  
**Website:** www.stmarysprimary.org.uk



Tuesday 17<sup>th</sup> October

**Parent Teacher Consultations:**  
**Wednesday, 1<sup>st</sup> November 3.30 pm – 6.30 pm**  
**Thursday, 2<sup>nd</sup> November 3.30 pm – 6.30 pm**

Dear Parents/Carers,

We are pleased to offer you the opportunity to meet with your child's class teacher on Wednesday, 23<sup>rd</sup> November and Thursday, 24<sup>th</sup> November.

This is a chance for discussion about your child's progress and an opportunity to visit their classroom.

In order to ensure parents receive a convenient time, we are trialling a new system. Below you will find a table with time slots. Please tick **ALL** the boxes that are times you would be able to meet with your child's class teacher. You will need to complete a form for each child. You will then receive confirmation of the time slot you have been allocated. We will do our best to provide you with a time that you have requested, if we are unable to do this we will provide a time as close to your selected slot as possible.

Please return your completed form to your child's class teacher by Thursday 19<sup>th</sup> October to allow teachers to send home appointments before the half term break.

Yours sincerely,

S. Chiswell  
Headteacher

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Child's name \_\_\_\_\_ Year \_\_\_\_\_

Please circle years that siblings are in

Pre-School    R    1    2    3    4    5    6

**Weds 1<sup>st</sup> November**

3.30 – 4.00	4.00 – 4.30	4.30 – 5.00	5.00 – 5.30	5.30 – 6.00	6.00 – 6.30

**Thurs 2<sup>nd</sup> November**

3.30 – 4.00	4.00 – 4.30	4.30 – 5.00	5.00 – 5.30	5.30 – 6.00	6.00 – 6.30

Signed \_\_\_\_\_ Date \_\_\_\_\_