

26th February 2019

Dear Parent/Carer,

PARENTS EVENINGS

There will be an opportunity to meet your child's class teacher and discuss your child's progress and targets for this academic year on **Tuesday 12th March 2019 or Thursday 14th March 2019** from **3:30 – 6:00pm**. Please book your preferred appointment yourself using the booking system which the school has purchased. A link will be sent to your phone which, if you have a smart phone, you can click on and book using your child's first name. If you do not have a smart phone, you can copy the link into your computer to do the same. Alternatively, if you prefer, please complete the slip below and return it to the school office and admin staff will make your appointment using your preferences, and return it to you for confirmation.

An appointment system will be used to allocate a 'fair' amount of time for each Parent/Carer. Appointments will be timed at 10 minute intervals. Please return the slip below to the school office by **Friday 8th March 2019**. Please use the school's main entrance when attending your appointment.

Yours faithfully,

Mrs. M. Fishwick
Acting Headteacher



PARENTS EVENINGS: Tuesday 12th March/Thursday 14th March 2019

Name of child _____ Class _____

Name of child _____ Class _____

Name of child _____ Class _____

Name of Child _____ Class _____

My preferred date will be: _____

My preferred time would be (please tick as appropriate):

3:30pm – 4:30pm

4:30pm – 5:30pm

5:30pm – 6:00pm

Signed _____ (Parent/Carer)

For office use only:

Your appointment is as follows: