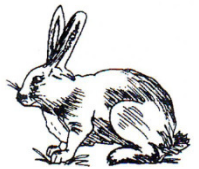


Harefield Junior School



Thinking Together We Achieve

Park Lane, Harefield, Middlesex. UB9 6BJ

Tel: 01895 824447 Fax: 01895 824098

Email: office@harefieldjunior.org.uk www.harefield-jun.hillingdon.sch.uk

Executive Head Teacher: Mrs B Lloyd B.Ed. (Hons) M.A. NPQH

26th February, 2019

Dear Parent/Carer,

TARGET SETTING

Target Setting will be held on:

TUESDAY 19th MARCH **3.30 pm - 7.00 p.m.**

WEDNESDAY 20th MARCH **3.30 pm - 7.00 p.m.**

Please use the Park Lane entrance as the playground gates will be locked after school finishes.

Please complete the attached form to state the time that would suit you best and return the sheet as quickly as possible. Teachers make appointments on a first-come, first-served basis, and the time you want may well have been taken.

Please also fill in the brother's/sister's class, so that the staff can organise times together and you have time to see several different teachers.

The meetings will all be held in the School Hall. Your child's work will be in the hall ready for you to look at whilst waiting to see the teacher.

Your child's curriculum plans for the Spring Term are on our website, (www.harefield-jun.hillingdon.sch.uk, Curriculum Standards, Curriculum Content), please take a look as these may help discussions at the Target Setting Evening.

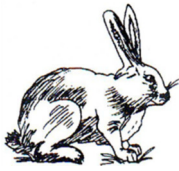
If you find that you are unable to come on the night, having already made an appointment, please ring the school so that staff can adjust their timings.

I look forward to seeing you there.

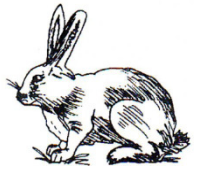
Yours sincerely,

H Taylor

Mrs H Taylor
Deputy Head Teacher



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Executive Head Teacher: Mrs B Lloyd B.Ed (Hons) M.A. NPQH

Appointment sheet to see your child's class teacher:

Child's Name: _____ Class: _____

Your preferred appointment time for Target Setting on:

TUESDAY 19th MARCH 2019

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. _____

6.00 - 6.30 p.m. _____

6.30 - 7.00 p.m. _____

WEDNESDAY 20th MARCH 2019

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. _____

6.00 - 6.30 p.m. _____

6.30 - 7.00 p.m. _____

Your appointment will be no more than **10 minutes** within the allocated half hour slot. If you need a longer appointment please make arrangements with your child's teacher.

My other child/children is/are in class: _____

Signed: _____ (Parent/Carer)



Child's name: _____ Class: _____

Dear Parent/Carer,

Your appointment for Target Setting Evening

is at _____ on Tuesday 19th March 2019

is at _____ on Wednesday 20th March 2019

Signed: _____ (class teacher)