

17 January 2018

Dear Parent and Carers

Parent Consultation 30th January 2018

The above date has been arranged for you to meet your child's class teacher. This meeting is a five-minute allocation for a one to one opportunity to discuss the progress they are making in class. Your child's books will be available prior to your meeting to enable you to see the work they have been doing. Please ensure you arrive in plenty of time to be able to see their work before meeting with their teacher.

Please return the appointment slip as soon as possible to your child's class teacher, but no later than Tuesday 23rd January.

Please note that entrance to and from consultation meetings will be signposted as follows:

Year Group	Entrance/Exit
Reception (EYFS)	The main reception door near the drop off zone for Reception pupils.
Year 1/2/3/4	Via the community entrance

We look forward to seeing you.

Yours faithfully



David Sansom
Headteacher

**Parent Consultation Meetings
Tuesday 30th January 2018**

Name of child Class

*Please tick you your preferred time and return this appointment return slip to your child's class teacher by
Tuesday 23rd January 2018*

Day	Time	Please tick preferred time slot
TUESDAY 30 TH JANUARY	3.45pm – 4.15pm	
	4.15pm – 4.45pm	
	4.45pm – 5.15pm	
	5.15pm – 5.45pm	
	5.45pm – 6.15pm	
	6.15pm – 6.45pm	
	NO TIME PREFERENCE	

Please note time slots are offered on a first come first served basis.

If you are unable to attend please speak to your child's class teacher or contact the school office and we will endeavour to arrange a more mutually convenient time.

I would like a translator to be available: (The school will do their best to accommodate).

Bengali Urdu Polish Romanian