

Dear Parents/Carers,

**Reception - Year 6 Parent Consultation Evenings**

As you are aware, we are holding our parent consultation evenings on **Monday 15<sup>th</sup> and Wednesday 17<sup>th</sup> October**. If you are unable to make either of these dates, please indicate this on your slip below and we will endeavour to arrange a mutually convenient time.

To help us plan each evening, we would be grateful if you could fill in the grid below and return to your child's class teacher by **Monday 8<sup>th</sup> October**. The exact time of your appointment will then be sent out by Friday 12<sup>th</sup> October. Please tick as many of the time slots as possible, so that we can give all parents a time that is convenient. Class teachers will liaise with each other over appointments for siblings.

All parent consultation meetings will be held in the 'new' building (where the school office is located). A sign will be on each external door to indicate which room your child's class teacher will be using. Year 6 children are invited to attend their appointments with their parents. Other year groups will be able to watch a film in the staff foyer if you need to bring them with you.

Kind regards,

Shelley Desborough  
Head Teacher

I would like to discuss my child's progress on **Monday 15<sup>th</sup> October**.

I am able to attend **all** of the time slots ticked below:

3:30-4:30	4:30-5:30	5:30-6:30
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I would like to discuss my child's progress on **Wednesday 17<sup>th</sup> October**.

I am able to attend **all** of the time slots ticked below:

3:30-4:30	4:30-5:30	5:30-6:30
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Child's name \_\_\_\_\_

Class \_\_\_\_\_