



20<sup>th</sup> January 2017

Dear Parents

### PARENT/TEACHER EVENINGS

Parent/Teacher evenings will be held on the following dates:

**TUESDAY 14<sup>th</sup> FEBRUARY**      **3.30 pm – 6.30 pm**  
**THURSDAY 16<sup>th</sup> FEBRUARY**      **4.30 pm – 7.30 pm**

The purpose of the parent-teacher meeting is to give you and the class teacher an opportunity to discuss your child's progress.

Please indicate on the reply slip below your preferred time, which we will do our best to meet. Please return the slip as soon as possible and preferably no later than Friday 27<sup>th</sup> January to allow time for us to allocate appointments and notify you. Teachers do liaise with each other and will do their best to arrange sibling appointments as close together as possible. The sooner we receive your slip in school, the greater the likelihood that we'll be able to arrange appointments within your chosen time bands.

**The children in Key Stage 2 (Years 3, 4, 5 and 6) are encouraged to be part of the consultation evenings.** However, no other children should be in school, and we would therefore ask you to make any necessary childcare arrangements.

Yours sincerely

Sam Pater  
Headteacher



### PARENT/TEACHER EVENINGS – FEBRUARY 2017

Child's name ..... Year .....

Please indicate your preferred time

Tuesday 14<sup>th</sup> February

3.30 – 5.00     

5.00 – 6.30     

Any Day     

Thursday 16<sup>th</sup> February

4.30 – 6.00     

6.00 – 7.30     

Any time     

Signed ..... (Parent/Guardian)

**Please return either to the office or via your child's teacher by Friday 27<sup>th</sup> January.**