

Monday 24th February 2025

Dear Parents/Carers for **Early Years, Year 1, Year 2, Year 3, Year 4, Year 5 and Year 6**

We are holding Parent/Teacher Consultation Meetings on the following days:

Wednesday 12th March 3.30pm – 5.30pm and Thursday 13th March 3.30pm – 7pm
Year 6 Tuesday 11th March 3.30pm – 5.30pm and Thursday 13th March 3.30 – 7pm

We would like you to bring your children with you to the appointment as your child's class teacher will be sharing individual pupil progress information.

Each appointment will last ten minutes and will take place in your child's classroom (unless stated otherwise) – you will be directed to the appropriate classes when you arrive. At the end of ten minutes a bell will ring to indicate that the appointment has ended. Please respect the fact that appointments are limited to 10 minutes. We do not want to create a queue, and want to ensure that you are all seen at the time of your appointment and do not have to wait. If you feel that you need more time to discuss your child's progress, you are very welcome to make an additional appointment at another time. We respect that some of you have taken time off work to attend an appointment, and therefore it is important that we run to time and ensure that we meet your expectations. So that we can avoid large groups of people gathering in the corridors outside of classrooms, please do not arrive any earlier than 5 minutes before your appointment.

This Parents Evening is an opportunity for you to:

- *Discuss your child's current attainment and progress
- *Ask any questions you may have about their learning

Appointments will be allocated on a first-come, first-served basis. If you have more than one child in the school, please indicate all classes that require appointments so that teachers can do their best to keep appointment times as close as possible.

Please complete the slip below and return it to your child's class teacher.

Yours sincerely,
Ms D Kimpton
Headteacher

Please only return 1 slip per family by Friday 7th March 2025

Child's Name (Please complete)	Class (Please complete)	Day / Time Allocated (school use only)

Wednesday 12 th March 2025	
Time Band	Please Tick
3.30pm – 4.00pm	
4.00pm – 4.30pm	
4.30pm – 5.00pm	
5.00pm – 5.30pm (last appt. 5.20 pm)	
YEAR 6 ONLY Tuesday 11 th March 2025	
Time Band	Please Tick
3.30pm – 4.00pm	
4.00pm – 4.30pm	
4.30pm – 5.00pm	
5.00pm – 5.30pm (last appt. 5.20 pm)	

Thursday 13 th March 2025 plus Year 6	
Time Band	Please Tick
3.30pm – 4.00pm	
4.00pm – 4.30pm	
4.30pm – 5.00pm	
5.00pm – 5.30pm	
5.30pm – 6.00pm	
6.00pm – 6.30pm	
6.30pm – 7.00pm (last appt 6.50pm)	