

1<sup>st</sup> November 2023

Dear Parents/Carers for **Nursery, Reception, Year 1, Year 2, Year 3, Year 4, Year 5 and Year 6.**

There will be a Parent/Teacher Consultation Evening on the following days:

**Wednesday 15<sup>th</sup> November 3.30pm - 7.00pm and Thursday 16<sup>th</sup> November 3.30pm – 5.00pm**

**Nursery ONLY Wednesday 15<sup>th</sup> November 2.00pm – 7.00pm**

**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 of 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 Monday 6<sup>th</sup> November 2023.**

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

<b>Wednesday 15<sup>th</sup> November</b>	
Time Band	Please Tick
2.00pm – 2.30pm Nursery only	
2.30pm – 3.00pm Nursery only	
3.00pm – 3.30pm Nursery only	
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 – 7pm (last appt 6.50pm)	

<b>Thursday 16<sup>th</sup> November 2023</b>	
Time Band	Please Tick
3.30pm – 4.00pm	
4.00pm – 4.30pm	
4.30pm – 5.00pm (last appt 4.50pm)	