

4 November 2019

Dear Parent/Carer,

PARENT CONSULTATIONS, 2 and 3 DECEMBER 2019

Parent consultations will be held in our school hall on Monday 2 and Tuesday 3 December to give you an opportunity to discuss your child's progress with the class teacher. Please indicate, on the return slip below, your preferred date and time and return it to your child's teacher, no later than Monday 11 November. We will advise you of your appointment time by Monday 18 November.

If you have more than one child at the school, please only complete **one form and return it to your eldest child's teacher**. Make sure you put all the children's names and classes on the one form so that we can ensure your waiting time between appointments is kept to a minimum.

We look forward to seeing you.

Yours sincerely

H. McGOVERN
Headteacher



PARENT CONSULTATIONS

Eldest child's Name Class

2nd child's name Class

3rd child's name Class

My preferred date and time is *(please tick one box only)*

Monday 2 December

2 - 3pm 3.10 - 4.10pm 4.20 - 4.50pm

Tuesday 3 December

2 - 3pm 3.10 - 4.10pm 4.20 - 5.20pm

Signed Date
Parent/Carer