



Believing and Achieving Together

23rd September 2019

Dear Parent/Carer,

Open Evening We will be offering a five minute appointment with your child's teacher between 3.15 – 5.00 pm on Wednesday 16th October in the school hall. This is for children in **Reception to Year 4**. We ask you to be aware of keeping to your 5 minute time with the teacher, otherwise subsequent appointments are affected. Your understanding in this matter would be greatly appreciated.

If you choose to bring your children with you please make sure that you supervise them at all times. Please do not let your child run around the hall as other parents have mentioned this is distracting when they are trying to talk to their child's teacher.

Please complete and return the reply slip by **Friday 4th October**, including comments in the boxes provided and your preferred date and time slot.

Yours sincerely,

Mr O Flitcroft

Head Teacher

✂.....

NAME OF CHILD _____ **CLASS** _____

	Please tick		Please tick
Wednesday 16th October			
Between 3.15 pm and 3.45 pm			
" 3.45 pm and 4.15 pm			
" 4.15 pm and 5.00 pm			

I/We will/will not be able to attend. Signed _____ Parent/Guardian

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What does your child say about the school year so far?

What do you think are the positives about your child's year so far?

What are your key concerns about your child's year so far?

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Your child _____ Appointment Time is _____ on _____