

May 2017



Believing and Achieving Together

Dear Parents/Carers,

**Open Evening** We will be offering a ten minute private appointment with your child's teacher between 3.15 – 5.00 pm on Tuesday 27<sup>th</sup> June or between 3.15 – 5.00 pm on Wednesday 28<sup>th</sup> June in the school hall. Your child's work will be available to look at in the hall.

We ask you to be aware of keeping to your 10 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, including comments in the boxes provided and your preferred date and time slot. Please bring your child's school report to the meeting as a basis to your discussion.

Yours sincerely,  
Mr O Flitcroft  
Head Teacher

✂.....

**NAME OF CHILD** \_\_\_\_\_ **CLASS** \_\_\_\_\_

	Please tick		Please tick
<b>Tuesday 27 June</b>		<b>Wednesday 28 June</b>	
Between 3.15 pm and 3.45 pm		Between 3.15 pm and 3.45 pm	
“ 3.45 pm and 4.15 pm		“ 3.45 pm and 4.15 pm	
“ 4.15 pm and 5.00 pm		“ 4.15 pm and 5.00 pm	

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

✂.....

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?

For Teacher Use Only

Child's Name \_\_\_\_\_

Appointment Time \_\_\_\_\_