

## **Changes to Sapphire Class Parent Consultations**

Friday 6<sup>th</sup> October 2017

Dear Parents and Carers,

I am writing to inform you that unfortunately, due to unforeseen circumstances, we have had to cancel Sapphire Class parent consultations. Miss Williams is currently off unwell, and therefore will be unable to deliver her consultations.

We pride ourselves on ensuring that parents get the best possible feedback on their child's attainment and progress, as well as, how they are getting on in school generally. Therefore, to ensure that you receive detailed and accurate feedback on your child, we plan to reschedule Sapphire Class parent consultations for after the holidays. These will take place between 1 and 6pm as per normal but we are also happy to work flexibly with our working parents who will be most affected by this change.

The school will remain closed for the children in Sapphire Class on Thursday 12<sup>th</sup> October, however, will not close on the date we reschedule consultations for. I apologise profusely for any inconvenience that this may cause to you and am happy to answer any questions or queries that you may have regarding this.

I thank you in advance for your understanding.

Very best wishes,

Meera Shah  
Deputy Head Teacher