

Bishopstone C.E. Primary School



Bishopstone Church of England School, Bishopstone, Swindon, Wiltshire, SN6 8PW



Telephone 01793 790521

head@bishopstone.swindon.sch.uk

admin@bishopstone.swindon.sch.uk

www.bishopstoneschool.org

Dear Parents,

Our parent-teacher interviews will be taking place on **Wednesday 18th October** in two sections.

Miss Pearson, Mrs Morris and Mr Anley will be available from 1300-1830. If this is not convenient please could you speak to Sue in the office who will try and arrange another day and time. The mini reports from the first half of term will form part of this meeting.

We feel that these discussions are very important for sharing your child's progress, targets, concerns and achievements and therefore we want to ensure parents have enough of our time and attention to do this properly.

The arrangements for the interviews will be as follows:

1. Discussion slots will be 10 minutes long and parents or teachers can request a longer interview for a specific child if they think it will be necessary.
2. Discussion times will be allocated on a first come, first served basis but we will try to create a link between times of siblings.
3. This year at the discussions we will be sharing our new 'mini reports' that we hope will help improve home-school communication and give you a more thorough understanding of how your child is progressing.

Please fill in the attached form and return to school by **Thursday 12th October**. We will do our best to give you a time as close to your request as possible.

Yours sincerely

Miss Lindsay



Headteacher Miss Emma Lindsay



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Parent/teacher discussions – Wednesday 18th October

Name of child/children.....

Please indicate a 1st and 2nd preference time for your interview.

If you do not have any preference please tick here

1.00	3.45
1.15	4.00
1.30	4.15
1.45	4.30
2.00	4.45
2.15	5.00
2.30	5.15
2.45	5.30
3.00	5.45
3.15	6.00
3.30	6.15
	6.30

I think I will need more than 10 minutes for the interview to discuss:

Signed.....parent/carers



Headteacher Miss Emma Lindsay

