

21st March 2019

Dear Parents/Carers

Parents' Meetings

Parents' Meetings will be held on Thursday 4th April 2019 between **1.30 pm and 6.00 pm**.

Please log on to the eSchools Learning Platform (via the login on the school website www.chilton.suffolk.sch.uk) where you can make your own appointments online. If you do not have your passcode to enable you to login, please ask for this to be reset or complete the attached slip. If you have more than one child in school, please enter the children's names and their classes on one slip with the dates and time you would prefer your appointment to be.

Please return the slip to the school office by **Wednesday 3rd April 2019** at the latest so that appointments can be made. The earlier you send your slip back the more chance you have in getting the appointment time you have requested. The slip will be returned to you giving the times of all appointments.

Pupil books will be available to view at parents evening. Please allow time to look through them before your appointment. **On the day please access the school through the main entrance only.** The back gate will not be open until the end of the school day.

Parents' evening is specifically for parents and carers to discuss the progress of your child. Children will therefore not be allowed to attend and will remain in class until 3pm as usual. Staff will **not** be available after school to look after pupils elsewhere on the premises unless you book and pay for a place in afterschool club. We appreciate your co-operation in this matter.

Yours sincerely

Mr B Hemmings

PARENTS' EVENING- Thursday 4th April 2019

Child's name _____ Class ____ Child's name _____ Class ____

Child's name _____ Class ____ Child's name _____ Class ____

Thursday 4 th April	1:30-2:00pm	
	2:00-2:30pm	
	2:30-3:00pm	
	3:30-4:00pm	
	4:30-5:00pm	
	5:00-5:30pm	
	5:30-6:00pm	

Appointments are allocated on a first come, first served basis. Please complete and return your form to the school office no later than Wednesday 3rd April 2019.