

Headteacher

John Galvin

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26th March 2021

Dear Parents/Carers,

Parent Teacher Consultations: Tuesday 27th April 4pm to 6pm; and Wednesday 28th April 4pm to 6pm

Due to the present circumstances we will be holding our parent teacher consultations via Teams on the dates above. The main purpose of the discussion will be to discuss how your child has settled back to full time education; small step targets for the coming term; and how we can all support your child to reach their full potential.

Please **tick your preferred time period** for your Teams consultation and return it to me by **Tuesday 20th April**, so that I can confirm the time to you. We will send you a link, so you can meet me via Teams. Appointments are for 10 minutes; should it be necessary for a longer discussion I will be happy to arrange this with you individually.

Yours sincerely,

Class Teacher

Please could you tick your preferred time period and return this reply slip by Tuesday 20th April, directly to Mrs Harris. Thank you.

Name of Pupil _____

Tuesday 27th April 4pm to 6pm

Wednesday 28th April 4pm to 6pm

4.00-4.30	_____	_____
4.30-5.00	_____	_____
5.00-5.30	_____	_____
5.30-6.00	_____	_____

If you have another child in the school please give their name and class here:

Email address for Teams link to be sent:

I/We would particularly like to discuss the following:

Mrs Sandon-Webb will be available for Teams appointments **for parents whose children have an Independent Learning Plan (ILPs)** from 4pm-6pm on Tuesday 27th April and 4pm-5pm on Wednesday 28th April. **Please tick the preferred time.**

Tuesday 27th April 4.00 -4.30 4.30-5.00 5.00-5.30 5.30-6.00

Wednesday 28th April 4.00 -4.30 4.30-5.00

Name: _____ Signed: _____