25 January 2017

Dear Parent

**PARENT CONSULTATION EVENING Eagles class**

Our parent consultation evening for the Spring Term will be held on Tuesday 9th February.

I should be grateful if you would select a time on the sheet attached to this letter for a 10 minute appointment with Miss Tidball. We will try to give you an appointment as close to your choice as possible – the earlier you return your slip, the more likely you are to get an appointment at the time you have requested.

The office will notify you using the tear off slip. If you need to change your appointment before the date, please let the office know so that they can offer you an alternative time.

Please note that these are **10 minute appointments**. We will be running the slots from 2.00pm- 6.00pm. If you think you need a longer appointment with your child’s class teacher to discuss a specific issue, please make a separate appointment with them. If you would like an appointment to discuss any concerns you have with regard to your child’s special needs, please indicate this on the tear off slip and Mrs Beccy Evens will make a separate appointment with you.

Yours sincerely

Frances Guppy

Headteacher

**PARENT CONSULTATION EVENING –Tuesday 9th February 2017**

Child’s name ……………………………………………………………………… Class ………………………………………

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Tuesday 9th February2017 | 2:00 | 2:10 | 2:20 | 2:30 | 2:40 | 2:50 | 3:00 | 3:10 | 3:20 |
|  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Tuesday 9th February 2017 |  | 3:50 | 4:00 | 4:10 | 4.20 | 4:30 | 4:40 | 4:50 | 5:00 |
|  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Tuesday 9th February2017 |  |  | 5:20 | 5:30 | 5:40 | 5:50 | 6:00 | 6:10 |  |
|  |  |  |  |  |  |  |  |  |

Please indicate if you would like to make a separate appointment with Mrs Evevns, SENDCo Yes No

For school use:

#Name of child: ……………………………………………………………………………………………………….

Class: ……………………………………………………………

A parent consultation appointment has been booked for:

Date: …………………………………………………………….. Time: ……………………………………..