



24th September 2019

Dear Parents

**PARENTS' CONSULTATION AFTERNOONS/EVENINGS FOR NURSERY AND RECEPTION OCTOBER 2019**

I would like to invite you to school to meet your child's teacher. This will give you the opportunity to discuss his/her progress and receive attendance information (up to Friday 11th October 2019).

We appreciate that it can sometimes be difficult for parents to attend consultation evenings if there is no-one available to look after children and their siblings. With this in mind there will be a crèche facility on the Monday evening and the Wednesday evening within the school, for those parents wishing to use it. The crèche will be supervised by a member of staff on both evenings from 4pm to 7pm. This will be located in the Year 2 classroom, which is adjacent to the main entrance to the school.

I am sure parents will understand and support our request when we ask, in the interests of Health and Safety, that children are not left unattended in the playground areas of the school. Unfortunately there will not be an adult available during the evening to oversee them.

Parent consultations will be held in the following locations of the school (**shown overleaf**). We ask all parents, including those who have appointments in the school hall, to please come into school through the main entrance foyer as the hall door will be out of use.

**Drop-in Session at Parents' Evening on Monday 14<sup>th</sup> October 2019 4-7pm**

Mrs Farrington, our Special Educational Needs Co-ordinator, will be available on Monday 14<sup>th</sup> October from 4-7pm should you have any issues you may wish to discuss with her. Please let the office staff know on the night should you wish to take up this opportunity.

Continued...





INFANTS		
YEAR GROUP	TEACHER	LOCATION
Nursery	Mrs T Farrington	Infant Library/School Hall
Reception	Miss M Alexander	Infant Library/School Hall
Year 1	Miss A Martin-Mills	The School Hall
Year 2	Mrs N Sandhu	The School Hall
JUNIORS		
YEAR GROUP	TEACHER	LOCATION
Year 3	Miss L Toon	Year 3 Classroom
Year 4	Mrs V Knight	Year 4 Classroom
Year 5	Miss R Barker	Year 5 Classroom
Year 6	Miss C Barnard	Year 6 Classroom

The consultations will take place:

**Nursery:**

Monday 14th October 2019 – 1pm-2.45pm (Infant Library)  
 Wednesday 16th October 2019 – 4pm-7pm (School Hall)

**Reception:**

Monday 14th October 2019 – 4pm-7pm (School Hall)  
 Tuesday 15th October 2019 – 1pm-2.45pm (Infant Library)  
 Wednesday 16th October 2019 – 4pm-7pm (School Hall)

We would like to request that parents please ensure that they arrive at school in appropriate time for their allocated appointment. Unfortunately if parents do arrive late they may be requested to wait for the next available appointment. These are exceptionally popular afternoons/evenings and there is always a high demand for appointments. For this reason staff will adhere strictly to the times allocated wherever possible.

In order to arrange the appointment times would you please complete the slip overleaf, indicating which session you would prefer and return it to the class teacher by **Friday 27<sup>th</sup> September 2019**, as the staff are meeting on this day to arrange appointments. We will do our very best to arrange your appointment on the afternoon/night of your choice.

**Learning Journey**

All children in our Early Years Foundation Stage have a special Learning Journey book in which we celebrate learning and record their achievements. We invite all parents to view their child's learning journey and can add their own comments on 'Good news bubbles' if they so wish.

**Up-to-Date Contact Details**

It is imperative that all our parents' contact details are up to date and correct so that we can contact you in the event of an emergency. Should you need to update your contact details, please contact the school office immediately to complete a Change of Contact Details Form.

If you have any further questions regarding your child's progress, Mr Adams will be available to speak with you on both evenings. Please let the office staff know on the night should you wish to take up this opportunity.

Yours sincerely

Mr D Adams - Head Teacher



*"Happy children, inspired learners"*

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**PARENTS' EVENINGS AUTUMN TERM 2019**

**Please return to your child's class teacher by Friday 27<sup>th</sup> September 2019. Please ensure that a form is filled in for each of your children attending the school. This enables us to allocate sufficient time between consultations, for each child.**

I would prefer to see my child's teacher on:

**Nursery:**

Monday 14th October 2019 (1pm-2.45pm)

**OR**

Wednesday 16th October 2019 (4pm-7pm)

Please note there are no appointments for Nursery on Monday evening (4-7pm) as Mrs Farrington will be in attendance at the SEND Drop-in Session.

**Reception:**

Monday 14th October 2019 (4pm-7pm)

**OR**

Tuesday 15th October 2019 (1pm-2.45pm)

**OR**

Wednesday 16th October 2019 (4pm-7pm)

***(Please tick as appropriate)***

My child *\*will/will not be attending* (***\*please delete as appropriate***)

My child's name is: \_\_\_\_\_ Class: \_\_\_\_\_

They also have a sister/brother in Class(es): \_\_\_\_\_

Signed: \_\_\_\_\_ Parent/Guardian

Thank you