



1st October 2018

Dear Parents

**PARENTS' CONSULTATION EVENINGS/AFTERNOONS FOR NURSERY AND RECEPTION MONDAY 15TH, TUESDAY 16TH & WEDNESDAY 17TH OCTOBER 2018**

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 12th October 2018).

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. This crèche will be supervised by Miss Lord, one of our Teaching Assistants, 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.

**Drop-in Sessions at Parents' Evenings**

Mrs Waldron, our Special Educational Needs Co-ordinator, will be available on both evenings 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.

**'The Book People' Book Fair at Parents' Evenings**

We will be holding a Book Fair on both nights in the school hall, selling books from The Book People who sell quality books at reasonable prices – **a great time to do some early Christmas shopping!** The school will also receive commission from any books sold which will be used to buy more books for the school. We hope you will be able to support us with this event and we are grateful to members of the PFA for their help with this venture. (Please see separate leaflet.)

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.

Continued...



**International  
School Award**

*"Happy children, inspired learners"*

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INFANTS		
YEAR GROUP	TEACHER	LOCATION
Nursery	Miss M Alexander	Infant Library/School Hall
Reception	Mrs T Farrington	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 C Barnard	Year 3 Classroom
Year 4	Mrs V Knight	Year 4 Classroom
Year 5	Miss R Barker	Year 5 Classroom
Year 6	Mr D Adams	Year 6 Classroom

The consultations will take place:

**Nursery:**

Monday 15th October 2018 – 1pm-2.45pm (Infant Library)

Monday 15<sup>th</sup> October 2018 - 4pm-7pm (School Hall).

Wednesday 17th October 2018 – 4pm-7pm (School Hall)

**Reception:**

Monday 15th October 2018 – 4pm-7pm (School Hall)

Tuesday 16th October 2018 – 1pm-2.45pm (Infant Library)

Wednesday 17th October 2018 – 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 which follows, indicating which session you would prefer and return it to the class teacher by **Thursday 4th October 2018**, 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 but cannot guarantee this.

**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 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 child's 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 Cruise 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 R Cruise  
Head Teacher

**PARENTS' EVENING AUTUMN TERM 2018 – Please return to your child's class teacher by Thursday 4th October 2018. 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 15th October 2018 (1pm-2.45pm)

**OR**

Monday 15<sup>th</sup> October 2018 (4-7pm)

**OR**

Wednesday 17th October 2018 (4pm-7pm)

**Reception:**

Monday 15th October 2018 (4pm-7pm)

**OR**

Tuesday 16th October 2018 (1pm-2.45pm)

**OR**

Wednesday 17th October 2018 (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