

**Executive Headteacher:** Mrs L Valeur  
**Headteacher:** Mr D Adfield  
**Assistant Head:** Mrs C Clutterbuck



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10 October 2017

Dear Parents/Carers

**Parents Evening - Tuesday 17<sup>th</sup> October and Thursday 19<sup>th</sup> October**

We have arranged a Parents Evening for you to meet with your child's class teacher on either Tuesday 17<sup>th</sup> October, 3:30pm – 6:00pm or Thursday 19<sup>th</sup> October, 3:30pm – 7:30pm, the Parents Evening will take place in the individual classrooms. These are very important evenings and we would be grateful if one or both parents could attend. Miss Fraser the Special Educational Needs Co-ordinator will also be available.

Please fully complete and return the slip below to your child's class teacher by no later than **Wednesday 11<sup>th</sup> October 2017** so we can inform you of your appointment day and time. Appointments will be allocated on a first come, first served basis. If you would also like to see Miss Fraser, please tick the relevant box. However, Miss Fraser may also request an appointment to see you.

***Please note, there will not be any afterschool clubs running on Thursday 19<sup>th</sup> October.***

We look forward to seeing you during parents' evening.

Yours Sincerely

Mr D Adfield  
Headteacher

Mrs C Clutterbuck  
Assistant Head

✂ .....

**Parents Evening - Tuesday 17<sup>th</sup> October and Thursday 19<sup>th</sup> October**

Child's Name ..... Reg .....

*(Please indicate your preferred time zone)*

**Tuesday 17<sup>th</sup> October**

3:30 – 4:30       4:30 – 6:00

**Thursday 19<sup>th</sup> October**

3:30 – 4:30       4:30 – 5:30       5:30 – 6:30       6:30 – 7:30

I would also like an appointment with Miss Fraser the Special Needs Co-ordinator.

Sibling Name ..... Reg .....



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