

7th November 2006

Dear Parents

Parent-Teacher Consultations: 13th – 16th November 2006

I hope your child(ren) enjoyed the two week mid term break and that all our pupils are ready for the excitement of term 2.

As usual at this time of year, we like to hold consultation meetings so that you can discuss with your child's teacher the progress s/he is making. The times are set out below. You will notice that, once again, we are offering appointment times during the school day. Please note that consultations during the school day will take place in the French/small group room or in the headteacher's office. Classes will be taught by supply teachers. This will suit some parents. Appointments are also available in the traditional after school/early evening slots.

To book an appointment please sign up on the clipboards outside the main office. There is a sheet per class per day. Alternatively, you can ring the school office and ask Mrs Barton or Mrs Barnett to book you a slot or e-mail us using the office e-mail address at the top of this letter. Booking opens first thing tomorrow morning.

These consultations are important as teachers will be able to give you an idea of how things are going. It is also important for us to hear your views on how your son/daughter is progressing.

Parent-Teacher Consultation Timetable	
Year One	Wednesday 1.30 – 6.00
Year Two	Monday 4.00 – 6.00 Thursday 1.15 – 3.30
Year Three	Monday 4.00 – 6.00 Wednesday 1.15 – 3.30
Year Four	Monday 4.00 – 6.00 Tuesday 1.15 – 3.30 Wednesday 3.30 – 4.30
Year Five	Tuesday 1.15 – 3.30 Wednesday 4.00 – 6.30
Year Six	Monday 1.15 – 3.30 Wednesday 4.00 – 6.00

Yours sincerely

Roger Whitewick