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*"Laying the foundation for learning and life"*

**Headteacher:** Louise Davidson MA (Hons.) PGCE NPQH

30<sup>th</sup> October 2018

Dear Parent /Carer

The first parent consultations of this school year will be on **Thursday 15<sup>th</sup> November from 3.30 – 6.00pm** and on **Tuesday 20<sup>th</sup> November from 3.30pm – 7.30pm.**

In order to make it easier and fairer for all parents, we are this year writing to inform you of the times and dates that are available. **Please tick your preferred times and return the slip at the bottom of this letter to your Class Teacher by the morning of Friday 9<sup>th</sup> November 2018. If you have more than one child please indicate their class below and teachers will do their best to coordinate times for you.**

If you are really not able to make any of these times then please contact me and we can agree a mutually convenient time to meet.

Thank you for your cooperation and support

Class Teacher

✂.....

**Please return to your child's Class Teacher**

Childs name ..... Class ..... Sibling in class.....

**Thursday 15<sup>th</sup> November**

3.30 – 4.30pm  4.30 – 5.00pm  5.00 – 5.50pm

**Tuesday 20<sup>th</sup> November**

3.30 – 4.30 pm  4.30 – 5.30 pm  6.00 - 7.20pm

**Response to parent**

A consultation has been arranged for you on

..... at .....

