



20th February 2018

Dear Parents/Carers,

Our next Parents Evening this term will be on Tuesday 20th & Thursday 22nd March between 3.30pm ~ 6.30pm. We are again going to use an appointments system and all appointments will be for a maximum of 10 minutes. Appointments will be issued on a first come first served basis.

The Spring mini report and will be sent home on 28th March 2018.

Please return the slip at the end of this letter so that class teachers can make an appointment for you. All slips must be returned by **WEDNESDAY 14TH MARCH** and we will try to give you your appointment as near to the time you ask for as possible.

Yours sincerely,

Mrs S. Pritchard
Headteacher

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Please underline the time and date best suited to you

I would like an appointment to see the Class teacher on

Tuesday 20th March 2018

3.30 ~ 4.00 5.00 ~ 5.30
4.00 ~ 4.30 5.30 ~ 6.00
4.30 ~ 5.00 6.00 ~ 6.30

Thursday 22nd March 2018

3.30 ~ 4.00 5.00 ~ 5.30
4.00 ~ 4.30 5.30 ~ 6.00
4.30 ~ 5.00 6.00 ~ 6.30

A SEPARATE SLIP IS REQUIRED FOR EACH CHILD PLEASE

Child's Name Class

Signed Date

I have another child in class

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KINGSFIELD PRIMARY SCHOOL

An appointment has been made for you to see your child's class teacher on