

Simmondley Primary School

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Headteacher: Mrs D Greaves
Deputy Headteacher: Mrs G Ellison
Chair of Governors: Mr M Jolly
Website: www.simmondleyprimaryschool.com

19th March 2019

Dear Parents

Parent Consultations – Monday 8th, Tuesday 9th, Wednesday 10th & Thursday 11th April 2019

We have arranged parent consultations over 4 days to give you the opportunity to discuss your child's progress with his/her teacher.

Monday 8 th April	- appointments available from 3.40pm – 4.30pm* in the hall.
Tuesday 9 th April	- appointments available from 3.40pm – 4.30pm* in the hall.
Wednesday 10 th April	- appointments available from 3.40pm – 4.30pm* in the hall.
Thursday 11 th April	- appointments available from 4.30pm – 7.30pm in the hall.

***Please note Mrs Rocca-Jordan is unavailable for Parents Evening on Thursday 11th April therefore, she will be available on Monday, Tuesday & Wednesday until 5.30pm.**

If you would like to specify a preferred time slot for an appointment, we will do our best to accommodate this. We do try to arrange appointments that are conveniently spaced for parents with more than one child in school and ask that you **return the entire completed form to your eldest child's teacher** as soon as possible.

When you visit, you are welcome to spend time in the class area looking through your child's work before speaking with his/her teacher in the hall. Thank you for your co-operation.

During this week we will also be holding a Scholastic book fair where you and your children will be able to purchase books. The book fair will be in the open area at the same time of the Parent Evening Appointments. **World Book Tokens will be accepted at the Book Fair.**

Yours sincerely

Debbie Greaves
Headteacher

Form is on the reverse of this letter

PLEASE COMPLETE SEPARATE SLIPS FOR EACH CHILD AND RETURN THE ENTIRE FORM TO YOUR ELDEST CHILD'S TEACHER AS SOON AS POSSIBLE

Child's name and Class:.....

My preferred day is:.....My preferred time is: (Please tick the required slot)

Mon/Tue/Wed	: 3.40pm – 4.10pm	<input type="checkbox"/>
Mon/Tue/Wed	: 4.10pm – 4.30pm	<input type="checkbox"/>
Mon/Tue/Wed Elm class only:	4.30pm – 5.00pm	<input type="checkbox"/>
Mon/Tue/Wed Elm Class only:	5.00pm – 5.30pm	<input type="checkbox"/>
Thursday Only	: 4.30pm – 5.00pm	<input type="checkbox"/>
Thursday Only	: 5.00pm – 5.30pm	<input type="checkbox"/>
Thursday Only	: 5.30pm – 6.00pm	<input type="checkbox"/>
Thursday Only	: 6.30pm – 7.00pm	<input type="checkbox"/>
Thursday Only	: 7.00pm – 7.30pm	<input type="checkbox"/>

Signed Parent/Guardian:.....

Your appointment has been arranged for:.....

Child's name and Class:.....

My preferred day is:.....My preferred time is: (Please tick the required slot)

Mon/Tue/Wed	: 3.40pm – 4.10pm	<input type="checkbox"/>
Mon/Tue/Wed	: 4.10pm – 4.30pm	<input type="checkbox"/>
Mon/Tue/Wed Elm class only:	4.30pm – 5.00pm	<input type="checkbox"/>
Mon/Tue/Wed Elm Class only:	5.00pm – 5.30pm	<input type="checkbox"/>
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Signed Parent/Guardian:.....

Your appointment has been arranged for:.....
