

Dear Parents/Carers

Parents Consultations Autumn Term 2011

We are offering an opportunity for you to meet your child's teacher for a brief report on his/her start to the school year. In a change from previous years, we are offering an earlier afternoon session as well as a later evening one.

On arrival at school, parents should go to the classroom to collect their child's work tray and look at the displays around the room, and then make their way to the hall for their appointment, which will take no more than 10 minutes.

I suggest that all children should be part of the meeting, as it is their learning and their progress that is being discussed. Brothers and sisters are not invited to attend each other's sessions – although they can wait in the hall. You are responsible for your child/children at all times during consultation sessions and I ask that they are not allowed to run around the school, inside or outside the building. There will be seating in the hall if you are waiting, and some school Governors will be on hand and will be glad to chat with you.

The times for these consultations will be indicated on the confirmation slip. I am available at both sessions, so please indicate on the reply slip if you would to see me too.

Our aim in these meetings is to tell you how your child has settled down in their new class and share with you our judgements at this stage as to their attitude to learning, their strengths and weaknesses.

I hope that you will find this a constructive opportunity and as always would welcome your feedback.

Please return the reply slip to your child's teacher by Friday 11th November.

Yours sincerely

Mrs Ann Williams
Head Teacher

Parents Consultation Afternoon
Friday 18th November 1pm – 4pm

Child's Name.....

I/We would like to meet.....(teacher) at about.....

I/We would like to meet Mrs Williams.....Please tick

Please note that each consultation is 10 minutes.

Signed.....parent

Confirmed time.....

This slip will be returned with a confirmed time

Parents Consultation Evening
Thursday 24th November 5pm – 8pm

Child's Name.....

I/We would like to meet.....(teacher) at about.....

I/We would like to meet Mrs Williams.....Please tick

Please note that each consultation is 10 minutes.

Signed.....parent

Confirmed time.....

This slip will be returned with a confirmed time