

1<sup>st</sup> February 2008

Dear Parents,

Reception Parents' Evenings - Wednesday, 20<sup>th</sup> & Thursday 28<sup>th</sup> February

Once again, we will be holding our main parents' evenings this term.

These meetings are for parents and children so that the discussion can be centred on your child and the targets set for the rest of the year.

This year the Parents Evening will be held in the school hall and all the staff will be sat at tables ready for your consultation with your child. There will be seats in the centre of the hall for you to wait for your appointment. Please enter the hall via the main entrance only.

The classrooms will be open for you to look at your child's work. Your child will collect his/her work tray and bring it to you for you both to look at, and your child will then return it. Please also take time to look at the classroom displays.

Please complete the attached slip and return to your child's class teacher as soon as possible. Please note that 10 minute appointments will be strictly adhered to by the teachers!

Yours sincerely,

R.J. Narrowway  
Headteacher

**Reception Parents Evening Reply slip**

Name of Child: .....

Class: .....

I would prefer:

Wednesday, 20<sup>th</sup> February  3.30 p.m. - 4.30 p.m.   
4.30p.m. - 5.30 p.m.

Thursday, 28th February  5.00p.m. - 6.00 p.m.   
6.00p.m. - 7.00 p.m.

Either Day

My child will be present at Parents' Evening.

Signed: ..... (Parent)