



Wednesday 9<sup>th</sup> January 2019

Dear Parents and Carers,

**Re: Rescheduled Parent and Carer Consultation Appointments – Emerald Class**

Parent and Carer Consultation Appointments will take place on **Wednesday 23<sup>rd</sup> January 2019 (3pm-6pm) November** and **Thursday 24<sup>th</sup> January 2019 (4pm to 6pm)**. These 10 minute appointments will provide you with an opportunity to find out how your child has settled in class and how they are progressing.

If you wish to discuss an issue which is likely to take longer than 10 minutes or if these dates are not convenient, please arrange a separate appointment with the class teacher.

Please indicate on the attached form **which 2 appointment time slots would be most convenient** for you and return it to your child's teacher as soon as possible. Each form will be numbered and appointments will be allocated on a first come, first served basis.

We suggest you arrive ten minutes before your appointment so that you can look at your child's work.

Yours sincerely,

*N Rezai*

Natasha Rezai  
**Headteacher**

✂-----

**Parent and Carer Consultation Evening Appointments**

Name of child:

Class:

Please indicate which **2** appointment time slots would be most convenient and an appointment will be allocated to you.

	<b>Wednesday 23<sup>rd</sup> January 2019</b>	<b>Thursday 24<sup>th</sup> January 2019</b>
3pm - 3.30pm		
3.30pm - 4pm		
4pm - 4.30pm		
4.30pm - 5pm		
5pm - 5.30pm		
5.30pm - 6pm		

**Name:**

**Signature:**

**Date:**