



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

Dear Parents and Carers,

### **Rescheduling of Parent and Carer Consultation Appointments**

Due to unforeseen circumstances, Ms Ansah is unable to meet with parents and carers on Tuesday 15<sup>th</sup> October. We apologise for any inconvenience this may cause.

As many of you have requested appointments in the early afternoon, we would like to offer you the opportunity to meet with Ms Ansah on the afternoon of Wednesday 16<sup>th</sup> October instead.

Rescheduled appointments will run from 2pm until 4pm.

Evening appointments that were due take place on Tuesday will now take place on Wednesday 16<sup>th</sup> October.

Please speak to Ms Ansah to request a new appointment time.

Many thanks in advance.

Yours sincerely,

N Rezai

Natasha Rezai  
**Headteacher**