

March 2018



J1 PARENTS' EVENINGS:
TUESDAY 27th MARCH & THURSDAY 29th MARCH 2018

Dear Parents/Guardians,

We would like to invite you to discuss your child's work and progress with his/her teacher on either **Tuesday 27th March or Thursday 29th March**. This is a particularly important meeting falling approximately in the middle of the school year.

Staff will be available from: **3:40pm – 6.30pm on both evenings**. We cannot guarantee to match everyone's desired time but we will do all we can to arrange a convenient time for you. Please tick at least three time slots on the evening you choose so that we can aim to accommodate everyone's requests. Every effort will be made to keep to time.

Please note that we are only able to offer one appointment per child so we request that parents who live separately to either attend the same appointment or share the information. There may be circumstances where this is not possible, in which case please contact the school office.

I would be grateful if you would return the attached slip below as soon as possible.

Appointments will be given out on a first come first served basis and your child's teacher will confirm the appointment in writing. If you are unable to come on either of these evenings, please contact us and we will try to accommodate you.

The Headteacher and Deputy Headteacher will be available on both evenings; you do not need to book an appointment to see them.

As you will appreciate, interview times are short and teachers will try to keep to those times for the benefit of everybody. If an issue needs further discussion, we suggest that a further appointment is made at a later date.

Please note that the gates on Kirkstall Road and Sharrow Vale Road will be locked. As there may not be anyone in the school office to answer the gate bell, please use the Junction Road entrance. We're looking forward to seeing you.

Yours Faithfully
Michael Watson

HEADTEACHER: MR MICHAEL WATSON
DEPUTY HEADTEACHER: MRS KELLY HERSEY

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REPLY SLIP: J1 Parents' Evening:
Tuesday 27th March / Thursday 29th March 2018
Please return to the class teacher as soon as possible

Child's name Class

Please tick below all the time bands you could make on the day of your choice.

	Tuesday 27th Mar	Thursday 29th Mar
3.40 p.m. – 4.00 p.m.		
4.00 p.m. – 4.30 p.m.		
4.30 p.m. – 5.00 p.m.		
5.00 p.m. – 5.30 p.m.		
5.30 p.m. – 6.00 p.m.		
6.00 p.m. – 6.30 p.m.		

Please list any brothers / sisters in J10,J11 or J12 classes so that we can try and co-ordinate appointments.

Name _____ Class _____

Name _____ Class _____