



19th October 2022

Dear Parents/Carers,

We hope to have Parent Teacher Consultations face-to-face this term and they will be on Monday 7th November (3.30pm to 5.30pm) and Tuesday 8th November (4.30pm to 6.30pm).

Please **tick your preferred time period** for our consultation and return it to me by **Tuesday 1st November**, so that I can confirm the time to you. Appointments are for 10 minutes; should it be necessary for a longer discussion I will be happy to arrange this with you individually.

Yours sincerely,

Zoe Pennicotte-Henrie
Willow Class Teacher

Name of pupil: _____

Monday 7th November 3.30pm-5.30pm

3.30-4.00 _____

4.00-4.30 _____

4.30-5.00 _____

5.00-5.30 _____

5.30-6.00 **not available on Monday**

6.00-6.30 **not available on Monday**

Tuesday 8th November 4.30pm-6.30pm

not available on Tuesday

not available on Tuesday

If you have another child in the school please give their name and class here:

I/We would particularly like to discuss the following _____

Signed: _____