



Monday 21st March 2022

Dear Parents/Carers,

We hope to have Parent Teacher Consultations face-to-face this term and they will be on Wednesday 6th April (3.30pm to 5.30pm) and Thursday 7th April (4.30pm to 6.30pm).

Please **tick your preferred time period** for our consultation and return it to me by **Tuesday 29th March**, 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,

Rachel Harris
Maple Class Teacher

Name of pupil: _____

Wednesday 6th April 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 Wednesday**

6.00-6.30 **not available on Wednesday**

Thursday 7th April 4.30pm-6.30pm

not available on Thursday

not available on Thursday

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

I/We would particularly like to discuss the following _____

Miss Webb will be available for appointments to see parents whose children have an EHCP or Independent Learning Plan (ILPs) from 3.30pm to 5.30pm on Wednesday 6th April and 4.30pm to 6.30pm on Thursday 7th April. *Please tick the preferred time.*

Wednesday 6th April **3.30-4.00** ____ **4.00-4.30** ____ **4.30-5.00** ____ **5.00-5.30** ____

Thursday 7th April **4.30-5.00** ____ **5.00-5.30** ____ **5.30-6.00** ____ **6.00-6.30** ____

Signed: _____