**PARENTS’/ CARERS’ EVENING**

**3B 3W 3/4L and 4C—Tuesday 8th November 2022**

Dear Parents and Carers,

We are very excited to be able to invite you into school for parents evening. You will have the opportunity to meet with your child’s teacher and discuss your child’s progress to date. A parents’ evening has been organised for your child’s class on **Tuesday 8th November 2022 between 2:30pm and 6pm.**  You will also be able to look through your child’s books and see all their fantastic hard work!

Please see the table below. The appointment will have to be kept to no more than 5 minutes in order to accommodate all parents. **You will be informed of your time slot via text message.** Unfortunately, if you miss your slot by more than 15 minutes, you will need to contact us next day to see if it is possible to rearrange.

Please indicate on the booking form below the time slots (at least 2 please) that you would be available and return to the school office. The appointments will operate on a first-come, first-served basis.

If for any reason you can’t be available on your allocated day, please don’t hesitate to get in touch with your child’s teacher via email or class DoJo to see if they are able to fit you in at another time.

Many thanks for your continued support,

Mrs T Cartwright.

**……………………………………………………………………………………………………………………………………………………………………………………………………………………...**

**Child’s name……………………………………………………………………… Class ……………………….**

**Parent Name………………………………………………… Phone number …………………………………………………………..**

**I would prefer my appointment to be in the following time slot(s) – please tick at least two different times. Please note that appointments are 5 minutes only within each slot. Please return this form to the school office.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2:30—2:40pm** |  | **3:40—3:50pm** |  | **4:50—5:00pm** |  |
| **2:40—2:50pm** |  | **3:50—4:00pm** |  | **5:00—5:10pm** |  |
| **2:50—3:00pm** |  | **4:00—4:10pm** |  | **5:10—5:20pm** |  |
| **3:00—3:10pm** |  | **4:10—4:20pm** |  | **5:20—5:30pm** |  |
| **3:10—3:20pm** |  | **4:20—4:30pm** |  | **5:30—5:40pm** |  |
| **3:20—3:30pm** |  | **4:30—4:40pm** |  | **5:40—5:50pm** |  |
| **3:30—3:40pm** |  | **4:40—4:50pm** |  |  |  |

**If your child is on the SEND Register and you would like an additional slot with the SENDCO, please tick here**