



4th June 2019

Dear Nursery and Reception Class Parent(s),

EYFS DEPARTMENT PARENTS' EVENING

Tuesday 11th June 2019

We are holding a Parent - Teacher Consultation Evening on Tuesday 11th June.

This Parents' Evenings is to review your child's Assessment Profile and to discuss next steps. We would like to give you the opportunity to look through your child's Profile. In order to view the Profile we suggest that you arrive approximately ten minutes prior to your appointment; your child's Profile will be made available to you on your arrival. The teacher will then discuss this with you during your consultation.

If you would like an appointment, please complete the return slip stating the time slot which suits you best. We will try to arrange a consultation commencing within the stated half hour.

Each consultation is limited to **ten minutes**, but if you feel that a longer period of time is needed please telephone, email or indicate in your child's diary for an appointment at another time.

Children are specifically not invited.

If you do not wish to attend the consultation evening this time, please tick the appropriate box, so we know you have seen this letter.

Yours sincerely,

Mrs S. Hutchinson BEd
Headteacher

To: Class Teacher – St. Joseph's Preparatory School

Child's / Children's Name(s)

Form(s) /

I do not wish to attend the parent-teacher evening this term.

Signed Parent / Carer

	Child 1	Child 2
Child's Name:		
Class Teacher:		

Tuesday 11 th June (Please highlight your preferred time slot)	3.30pm – 4.00pm	4.00pm – 4.30pm	4.30pm – 5.00pm	5.00pm – 5.30pm	5.30pm – 6.00pm	6.00pm – 6.30pm	6.30pm – 7.00pm	7.00pm – 7.30pm	7.30pm – 8.00pm

School Use Only

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Time of Appointment

PLEASE RETURN THIS FORM PROMPTLY ON OR BEFORE FRIDAY 7TH JUNE.

THANK YOU.