



15th October 2020

Dear EYFS Parent(s),

EYFS DEPARTMENT PARENTS' EVENING

We are holding Parent - Teacher Consultation Evening on the 11th November.

This is the first of three Parents' Evenings held during each academic year and you may feel you have no need to speak to your child's class teacher each time. The first in November is an opportunity for you to meet your child's class teacher and have a general discussion about how your child is settling in. The second meeting in March allows you to meet with class teacher and discuss progress and targets. The final meeting in June is to discuss your child's development profile and targets for transition to their new class.

Given the restrictions this year due to COVID 19, slots will be more spaced out to ensure that we can avoid queues and waiting times and to give staff sufficient time to wipe down surfaces between meetings.

Entrance to school will be via the nursery side door for Nursery class and via the veranda for Reception class – the main office entrance will not be used.

To help reduce risks further we would ask you if possible to consider one parent attending only and to avoid bringing children. We would ask parents collecting from Joe's club to exit via the nursery playground and then go round to the Joes club entrance as usual. If you would like an appointment, please complete the return slip **stating all the time slots which you would be able to make**. We hope this will enable us to ensure appointments run smoothly.

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

Yours sincerely,

Mr D. Hood, Headteacher

Child's / Children's Name(s)

Form(s) / /

I am happy with my child's progress and do not wish to attend the parent-teacher evening this term.

Signed Parent / Carer Date:

	Child 1	Child 2	(Note to Class Teacher)	
Child's Name:				
Class Teacher:				

11 th November (Please highlight your preferred time slots)	3.30-5	5-6	6-7	7-8

I prefer to have my child's parent-teacher meeting held via Zoom/ telephone.

Please note that all Zoom Meetings will be arranged on alternative dates. It would be helpful if you could state which evenings / times would be suitable for you:

School Use Only

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Time of Appointment

All replies should be returned to the school office via e-mail to:
hpickford@stjosephsprepschool.co.uk

PLEASE RETURN THIS FORM PROMPTLY / BEFORE WEDNESDAY 21ST OCTOBER. THANK YOU.