



## EDENFIELD C.E. PRIMARY SCHOOL

28 February 2019

Dear Parent or Carer,

### **Parents' Evening** **Monday 11<sup>th</sup> March and Tuesday 12<sup>th</sup> March 2019**

I am pleased to inform you that Parents' Evening will take place on Monday 11<sup>th</sup> and Tuesday 12<sup>th</sup> March.

I would be grateful if you would indicate your preferred date and time slot on the slip below and return by Wednesday 6<sup>th</sup> March at the latest. Please be aware that appointment slots are issued on a first come, first served basis and we recommend returning your form as soon as possible.

In order to avoid long delays and queuing, parents are asked to limit discussions to a maximum of 10 minutes. Should a longer discussion time be necessary, this can be arranged for a later date. We do ask that you try not to bring children, as we cannot guarantee that they will be supervised whilst you are talking to the teacher.

Yours faithfully

  
Mrs C L Garner  
Headteacher

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### **Parents' Evening:**

Child's name ..... Class .....

#### **Please tick one of the following:**

I would like an appointment on: Monday 11<sup>th</sup> March (3.30pm - 7pm) ☐

I would like an appointment on: Tuesday 12<sup>th</sup> March (3.30pm - 5pm) ☐

I am able to attend either date: ☐

#### **For appointments on Monday 11<sup>th</sup> March - Please tick your preferred time slot.**

*(Please tick more than one if applicable)*

3.30pm - 4pm ..... 4 - 4.30pm ..... 4.30 - 5pm ..... 5 - 5.30pm ..... 5.30 - 6pm .....

6 - 6.30pm ..... 6.30pm - 7pm .....

#### **For appointments on Tuesday 12<sup>th</sup> March - Please tick your preferred time slot.**

*(Please tick more than one if applicable)*

3.30 - 4.00pm ..... 4.00 - 4.30pm ..... 4.30 - 5.00pm .....

Signed ..... Parent/Carer