EDENFIELD C.E. PRIMARY SCHOOL

2nd October 2023

Dear Parent and Carer,

Parents' Evening
Monday 9th October and Tuesday 10th October 2023

I am pleased to inform you that Parents' Evening will take place on Monday 9th October and Tuesday 10th October.

I would be grateful if you would indicate your preferred date and time slot on the slip below and return by Wednesday 4th October 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. Children will not be permitted to attend the appointment on this occasion.

Yours faithfully

Mrs C L Garner
Headteacher

Parents' Evening:

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

Please tick one of the following:

I would like an appointment on: Monday 9th October (3.30pm - 7pm) ☐

I would like an appointment on: Tuesday 10th October (3.30pm - 5pm) ☐

I am able to attend either date: ☐

For appointments on Monday 9th October - 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 10th October - 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