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WOODFIELD
ACADEMY

Headteacher: Mr. S. Bond

27th January 2017

Dear Parent/Carer

PARENT CONSULTATION EVENING - KEY STAGE 2 - YEARS 5 AND 6

Here at Woodfield, we believe that communication with parents is a vital part of the education process. We encourage open discussion and welcome your support in generating the best outcomes for your child.

We would like to invite you now to come into school to discuss your child's attainment and progress. Appointments can be made with your child's class teacher as well as your child's English and Maths teachers. Your child is welcome to accompany you to the meeting. Appointments are available on the following evenings:

Monday 13th February from 4:00pm – 8:00pm

Wednesday 1st March from 4:00pm – 8:00pm

Please return the attached reply slip by Friday 3rd February to the child's class teacher. This will enable us to make a mutually convenient appointment.

I must stress that punctuality to these meetings is vital; please be aware that should you miss your timeslot, teachers will try to accommodate you but this may mean waiting for a gap in their schedule or may not be possible. We look forward to seeing you on one of the evenings.

Yours sincerely

S Bond
Headteacher

PARENTS' EVENING REPLY SLIP - YEARS 5 AND 6

I am able to attend Parents' Evening on Monday 13th February
 Wednesday 1st March

All parents will be given appointments with the class teacher. If you would also like to see your child's teachers of English and Mathematics, (if different from the class teacher), please list their names below:-

Name of English teacher.....

Name of Mathematics teacher.....

I would like to attend during the timeslot:-

- 4.00 pm - 5.00 pm Monday 13th February
- 5.00 pm - 6.00 pm " " "
- 6.00 pm - 7.00 pm " " "
- 7.00 pm - 8.00 pm " " "

- 4.00 pm - 5.00 pm Wednesday 1st March
- 5.00 pm - 6.00 pm " " "
- 6.00 pm - 7.00 pm " " "
- 7.00 pm - 8.00 pm " " "

I am unable to attend on either of these dates and would like to arrange a mutually convenient time to discuss my child's attainment and progress

Signed Parent/Carer

Child's name Class