



Monday 30 September 2019

To Parents/Carers of Pupils in Primary Area

Dear Parents/Carers,

Autumn Term 1 Primary Parent's Afternoon – Monday 14th October 2019

We would like to offer you the opportunity to meet with your child's class teacher before our half term break. The focus of this Parents' Afternoon will be to discuss how your child has settled into their new class, their timetable, individual schedule and school routine.

Staff will be available from 3pm – 5.30pm. Please select a preferred time slot to meet with your class teacher by completing the slip below and returning it to school by Friday 4th October 2019. Appointments will be for 15 minutes.

Confirmation of your appointment time will be made by Wednesday 9th October, via the home school diary.

On the day, please may we ask those of you arriving before 3.30pm to park off site as space is very limited and this will also coincide with dismissal of pupils from both schools. However, for anybody arriving after 3.30pm, please feel free to park on site.

Please then report to reception on arrival where you will be signed in and directed to your meeting place.

Yours sincerely

Mrs L Ives
Head of School

Autumn Term 1 Primary Parent's Afternoon – Monday 14th October 2019

Please return to your Class Teacher by Friday 4th October 2019.

I would like to attend the **Autumn Term 1 Parent's Afternoon for Primary on Monday 14th October** and would prefer my chance to talk to the Class Teacher to be within the following time period:

3 - 3.30pm	<input type="checkbox"/>	3.30 - 4pm	<input type="checkbox"/>	4 - 4.30pm	<input type="checkbox"/>
4.30 - 5pm	<input type="checkbox"/>	5 - 5.30pm	<input type="checkbox"/>		

Pupil Name.....

Signed.....

Signed Parent/Carer Date

**Medeshamstede Academy is part of the Greenwood Dale Foundation Trust
Group of Academies**

