



Thursday 16 January 2020

To Parents/Carers of Primary Pupils

Dear Parents/Carers,

**Spring Term Primary Parent's Afternoon – Tuesday 11<sup>th</sup> February 2020**

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 pupil progress and provide an opportunity to look at your child's books and work.

Staff will be available from 3pm – 5.30pm. Please select a preferred time slot to meet with your child's class teacher by completing the slip below and returning it to school by Wednesday 22<sup>nd</sup> January 2020. Appointments will be for 15 minutes.

Confirmation of your appointment time will be made by Wednesday 29<sup>th</sup> January, 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. We do have disabled parking on-site for those that need it.

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

**Spring Term Primary Parent's Afternoon – Tuesday 11<sup>th</sup> February 2020**

**Please return to your Class Teacher by Wednesday 22<sup>nd</sup> January 2020**

I would like to attend the **Spring Term Parent's Afternoon for Primary on Tuesday 11<sup>th</sup> February** 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*

