



Friday, 03 November 2017

### **Year 6 Parents Evening November 2017**

Dear Parents and Carers of children in Year 6,

Parents' evenings for this term for the rest of the school will be during December but as this is such an important time for year 6 children, their parents' evenings will be on **Tuesday 14<sup>th</sup> November from 3.30-5.30pm** and **Wednesday 15<sup>th</sup> November from 5.00-6.30pm**.

We strive to accommodate every parent seeking an appointment; all of the year 6 teachers will be available on both evenings and we will be providing an appointment with the teacher who they are with for their core subject lessons - there are sufficient slots for one appointment for each child. Please note that teachers will not be available on any other days for parent evening appointments and that we do not have the capacity to offer separate appointments for split families.

Slots available on Tuesday are: 3.30-4.00, 4.00-4.30, 4.30-5.00 and 5.00-5.30. Appointments are for ten minutes and the last appointment time is 5.20pm. On Wednesday the slot times are: 5.00-5.30, 5.30-6.00, 6.00-6.30 with the last appointment time at 6.20pm

We will be using the texting system to make appointments.

To make an appointment, please text your **child's name, date & preferred time slot** to the school number (07797801419) e.g., John Smith, Tuesday 4.30-5.00. We will do our best to accommodate everyone.

Please send your text **BY WEDNESDAY 8<sup>TH</sup> NOVEMBER** so that the office staff can collate all the information and text you your appointment time by 10 November.

If you do not have a phone at the moment, please communicate in writing through the front office.

Yours sincerely

The Year 6 Team