

TUNBURY PRIMARY SCHOOL

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Head Teacher Miss E. McIntosh B.A. Ed. Hons FCOT NPQH FColIT

20th October 2017

Dear Parents/Carers

Parent Consultation Evening – Autumn 2017

On **Wednesday 15th November and Thursday 16th November 2017** there will be an opportunity for you to meet your child's class teacher for a 10 minute confidential interview. This time will provide an opportunity for you to give and receive information about your child, find out how they are progressing in their class and how you can continue to support your child this year. You will have the opportunity to discuss recent assessment results. As you will be aware, at Tunbury we believe that education is a partnership between you as parents and the school. Children are encouraged to attend the interviews alongside their parents so that they are able to explain their targets as part of the Assertive Mentoring programme. You will receive a copy of the most recent assessment in advance of the meeting. **Please bring this with you to the meeting.**

Please complete the information below and return it to the class teacher by **Wednesday 8th November 2017**. You will receive confirmation of your appointment time by **Monday 13th November 2017**. Every effort will be made to give you one of the times requested. We do have to keep strictly to time in order to fit everyone in. Please allow 10 minutes after your appointment in order to have time to look through your child's books. Appointments will be held in the classrooms. Miss McIntosh, Miss Nuttall, Mrs Smith and Mrs Carpenter will be available in the main hall if you wish to speak to them.

PLEASE COMPLETE AND RETURN TO YOUR CHILD'S TEACHER:

Child's Name: Class:

I would like to meet my child's class teacher.

I also have children in the following classes:

Name: Class:
 Class:
 Class:

My preferred times would be between: *(please circle as many as possible)*

Wednesday	4.00 - 4.30pm	Thursday	
15th November 2017	4.30 - 5.00pm	16th November 2017	3.30 - 4.00pm
	5.00 - 5.30pm		4.00 - 4.30pm
	5.30 - 6.00pm		4.30 - 5.00pm
	6.00 - 6.30pm		5.00 - 5.30pm
	6.30 - 7.00pm		5.30 - 6.00pm

In order to make the meetings as effective as possible, it would be helpful if you would outline in advance any questions/queries that you would like to ask your child's teacher. The more specific the better. Please use the back of this reply slip to record your questions.

Yours sincerely



Miss E. McIntosh
 Headteacher

