

Head Teacher : Mrs D Reynolds
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22/02/10

Dear Parents/Carers,

Consultation Open Evenings

Tuesday 9th March 2010 – 4.30pm – 6.30pm & Wednesday 10th March 2010 – 3.30 – 5.30pm

Last term we trailed a slightly different format for consultation evening which received positive feedback. This round of consultations will follow the same format of viewing your child's work in the hall and then meeting with the teacher in the classroom. We hope that it continues to be a favourable way for you to meet with class teachers to discuss your child's progress.

We request that you arrive 10 to 15 minutes before your allocated appointment time; this will enable you to view your child's learning so far this school year.

Tea and coffee will be available on the evening and the Year 6 companies created from their recent learning theme of 'Mini Enterprise' will be selling their products.

After your appointment we request that you take the time to complete the issued questionnaire. This will enable you to raise any issues or concerns that you may have as well as providing Norwood School with constructive feedback on any areas for development that you would like to suggest.

If you feel that after your allocated time slot you would like further discussion with your child's class teacher, please highlight this on the returned form and arrangements will be made to facilitate this.

Please remember that our staff are available before and after school for any issues you would like to keep us up to date with and should you require a more formal discussion, appointments can be made via the school office. Please do not wait until consultation evenings to discuss any items of importance for your child's education and well being.

We hope you see these evenings as important in supporting your child at this time, as we cannot fully succeed without your help. On the sheet attached, please state a preferred day and time. Your child will then bring home a slip indicating the allocated time for your appointment.

Please return your slip as soon as possible and by MONDAY 1ST MARCH 2010.

Appointment times will be sent out in paper copies only by Thursday 4th March 2010.

Yours sincerely,

Mrs D Reynolds
Headteacher

