



# Green Meadow Primary School

An Academy,  
achieving more,  
learning together.



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Miss H Setchell, Head Teacher

25<sup>th</sup> September 2017,

## PARENTS' CONSULTATION EVENING

Dear Parents,

A Parents' Consultation Evening has been arranged for **Wednesday, 11<sup>th</sup> October 2017 from 3.50 p.m. onwards.** We would like to invite you to meet with your child's new teacher to discuss how they have settled into their new class / year, and how they are progressing. Any issues that you may have regarding their schoolwork may also be raised at this time.

As it is the start of the academic year no work will be viewed but should you wish to have your son/daughter accompany you to this discussion then please feel free to do so. This is a voluntary decision on the part of parents and you should not feel under any obligation to comply with this suggestion. What we would ask is that parents who do take this opportunity should only have the **one** child in the room with the teacher.

If you are able to join us on this occasion we would be grateful if you would sign up on the appropriate timetables which will be put up in the hall entrance windows (for Junior Classes) and on the Infant outdoor classroom year group boards. These timetables will be available as of **Wednesday 27<sup>th</sup> September 2017.** Those parents who are unable to get into school to choose their own appointment time should write to school requesting that a time be allocated to them. On receipt of this request admin staff will then allocate an appointment time for those parents, who will be informed in writing or via the telephone.

Please remember that only 1 appointment slot is available for each child in the school. Separate appointments **CANNOT** be made for estranged parents. We can only strengthen the home-school partnership through the attendance of **all** interested parties at the **same** meeting. Consistent messages are then understood by all.

For those of you new to our school I feel that I should explain the arrangements for the evening. A bell will be rung at ten minute intervals so as to signal the beginning and end of each appointment time. We would ask that parents adhere to the bells so that all parents have an equitable amount of time. Parents should note that if for any reason they are unable to attend the appointment then they should make every effort to inform the school.

We look forward to welcoming you into the school on the 11<sup>th</sup> October.

Yours sincerely,

H. Setchell  
Headteacher