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21st January 2019

Dear Parents

Please find listed below information for the upcoming Parent/Teacher consultations. On the reverse of this letter you will also find information about the Book Fair running from 25<sup>th</sup> – 30<sup>th</sup> January, a request for support with International week and some other general information.

### Parent/Teacher Consultations

There will be Parent/Teacher consultations on Monday 11th February between 4pm – 7pm and on Wednesday 13<sup>th</sup> February between 5pm – 8pm. If you wish to discuss your child's progress you may make an appointment to do so with the Class Teacher during one of the time bands.

There is a time allocation of **10 minutes** per consultation so please be flexible in your choice and offer at least one alternative time band so that we can arrive at a workable solution. If you have more than one child in school please send back one slip for each child and give details of both children's classes to help the teachers schedule the appointments as close as possible. Please note that if slips are returned late you will be slotted in where there is available space.

Everyone who requests an appointment time with the class teacher will receive a slip with their appointment time on it. On these evenings the pupil entrance gates will be open and you will be able to access the school in the same way that you do each day. As the appointment slots are only 10 minutes each I would ask you to be as prompt as possible for your appointment. Your child's work will be out on the tables in the circulation areas; downstairs for Reception and Year 1 parents and upstairs for Year 2, Year 3, Year 4, Year 5 and Year 6 parents and will be available for you to have a look at either before or after your appointment and I do ask that you only view your own child's work please. The class teachers will hold the consultations in their classrooms and will come and collect you from the circulation area at the appropriate time.

For an appointment please complete the attached reply slip. All slips need to be returned by Friday 25<sup>th</sup> January.

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### Parent/Teacher Consultations      PLEASE RETURN BY FRIDAY 25<sup>TH</sup> JANUARY

Child's Name: \_\_\_\_\_ Class: \_\_\_\_\_

Sibling's Name: \_\_\_\_\_ Class: \_\_\_\_\_

Sibling's Name: \_\_\_\_\_ Class: \_\_\_\_\_

Preferred Times:

#### **Monday 11th February**

4.00pm - 4.30pm     

4.30pm - 5.00pm     

5.00pm - 5.30pm     

5.30pm - 6.00pm     

6.00pm - 6.30pm     

6.30pm - 7.00pm     

#### **Wednesday 13th February**

5.00pm - 5.30pm     

5.30pm - 6.00pm     

6.00pm - 6.30pm     

6.30pm - 7.00pm     

7.00pm - 7.30pm     

7.30pm - 8.00pm     

Signed: \_\_\_\_\_

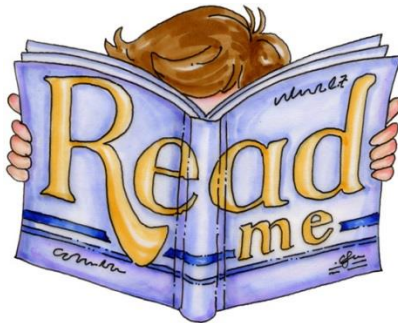
Date: \_\_\_\_\_

# Book Fair

The Book Fair will be held in the community room or the shared area in phase 1 on the following days, at these times and for these year groups:

Date	Time	Place	Year group
Friday 25/1	7.45am - 8.15am	Community Room	All
Friday 25/1	3.15pm - 4.00pm	Community Room	Phase 2 - Yr2,3
Monday 28/1	8.15am - 8.45am	Community Room	All
Monday 28/1	5.00pm - 5.30pm	Community Room	All
Tuesday 29/1	8.15am - 8.45am	Downstairs Corridor	All
Tuesday 29/1	3.15pm - 3.50pm	Phase 1 shared area	Phase 1 - YrR,1
Wednesday 30/1	7.30am - 8.00am	Community Room	All
Wednesday 30/1	3.15pm - 3.50pm	Community Room	Phase 3 - Yr4,5,6

There will be a wide range of books for sale and all commission from the sales will come back to us in books for the classrooms and library. You are most welcome to come to the fair during the above times with or without the children. If you are unable to come but would like to purchase a book, this can be done online at [www.travellingbooks.co.uk](http://www.travellingbooks.co.uk). Any orders would need to be made by Tuesday 29th January so that the books can be delivered to school by the end of the Fair.



## International week

This year International Week will take place during the week beginning March 18<sup>th</sup>. The theme will be Sport, Games (including playground games) and Hobbies around the world. If you have some ideas to share for activities that the children could participate in, please do come to a short meeting on Wednesday 30<sup>th</sup> January at 8.50am in the meeting room at the front of the school for a brainstorming session. We would love to hear your ideas.

## Dogs!

There have been a few occasions recently when dogs have been brought into the school playground, or tied up and left unsupervised outside the school gates at the end of the day when all the children are walking past. For health and safety reasons, please could dogs be left at home and not brought to school. Thank you for your help with this.

## Civic Centre Car Park

The Chief Executive of the council has written to the school to alert us to several incidents when council staff have witnessed families rushing up stairs and out onto zebra crossings without stopping, walking out under vehicle only entrance and exit barriers or children walking unsupervised on the road. The council are upgrading their signage and safety measures near the zebra crossings, but please do take care if you are using this car park.

Yours sincerely,

*Mrs G Stray*  
Headteacher