



Alban City School
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8th February 2019

Dear Parents,

I am sorry to inform you that Miss Hesketh is unwell and will not be able to return to work until next Thursday at the earliest. In her absence the class will be taught by a supply teacher on Monday and Tuesday and Mrs O'Sullivan on Wednesday.

Unfortunately, we will have to postpone the parent consultation meetings that were due to be held next week. These meetings will now be held on Monday 25th February 3.00pm - 6.00pm and Tuesday 26th February 4.00pm – 7.00pm. Please indicate below which date and time slot you would prefer and return the form by Wednesday of next week so that we can confirm appointment times before half term.

I apologise for any inconvenience this may cause, and thank you for your understanding.

Yours sincerely
Mrs G Stray
Headteacher

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Parent/Teacher Consultations – Crimson Class

Child's Name: _____

Preferred Times:

Monday 25th February

Tuesday 26th February

3.00pm - 3.30pm	<input type="checkbox"/>	4.00pm - 4.30pm	<input type="checkbox"/>
3.30pm - 4.00pm	<input type="checkbox"/>	4.30pm - 5.00pm	<input type="checkbox"/>
4.00pm - 4.30pm	<input type="checkbox"/>	5.00pm - 5.30pm	<input type="checkbox"/>
4.30pm - 5.00pm	<input type="checkbox"/>	5.30pm - 6.00pm	<input type="checkbox"/>
5.00pm - 5.30pm	<input type="checkbox"/>	6.00pm - 6.30pm	<input type="checkbox"/>
5.30pm - 6.00pm	<input type="checkbox"/>	6.30pm - 7.00pm	<input type="checkbox"/>

Signed: _____

Date: _____