ST. PATRICK'S CATHOLIC VOLUNTARY ACADEMY.
Coronation Avenue, Wilford, Nottingham NG11 7AB
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Headteacher: Mrs T Lane

13th October 2021

Dear Parents/Carers

PARENT/TEACHER MEETING

We are hoping our Parent/Teacher Meetings will take place this term in the school hall on:

Tuesday 9th November between 1.10pm-7pm

This is an opportunity for you to see your children's teachers and find out how they are progressing, and also to have a look at their work.

Please complete and return the slip below indicating a preferred time.

Please be aware that your appointment will last 10 minutes maximum to enable all parents to have an opportunity to meet with their child's teacher.

Appointments will be given on a first come, first served basis, and as close to your chosen time as possible. We will do our best to meet parent's preferences but this may not always be possible due to the number of requests for a particular time.

Please indicate if you have a child in another class and RETURN BY HAND TO THE SCHOOL OFFICE by TUESDAY 2ND NOVEMBER. We will then send you a specific appointment time for your child/ren.

We are hoping our Parent/Teacher meetings will take place in the school hall where you will be able to look at a selection of your child's books followed by an appointment with their teacher. Please arrive in enough time to look at their books before your appointment. On this occasion there won't be an opportunity to visit classrooms but there will be other planned opportunities across the year to come into school and look around your children's classes. You are very welcome to bring your child/ren with you but please note that they are your responsibility and you must keep them with you at all times, manage their behaviour and not let them wander around school. You are welcome to take your child/ren home with you after the meeting.

Please enter school by the main entrance. We very much look forward to seeing you during the session of your choice.

Kind regards,

Mrs Tracy Lane
Head Teacher

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PLEASE POST IN THE BOX OUTSIDE THE SCHOOL OFFICE BY TUESDAY 2ND NOVEMBER, THANK YOU

NAME OF CHILD	CLASS	Please tick ✓ the box for your preferred time					
		TUESDAY 9TH NOVEMBER					
		1.10-2pm	2-2.50pm	3.30-4.30pm	4.30-5.30pm	5.30-6.30pm	6.30-7pm