**ST. PATRICK'S CATHOLIC VOLUNTARY ACADEMY**.
Coronation Avenue, Wilford, Nottingham NG11 7AB
☎ 0115 9152961
**Email:** admin@st-patricks.nottingham.sch.uk
**Website:** www.st-patricks.nottingham.sch.uk

**Headteacher:** Mrs T Lane

4.2.19

Dear Parents/Carers

# PARENT/TEACHER EVENINGS

We are holding our Parent/Teacher Evenings this term in the school hall on:

**Monday 11th February between 4.30pm-7.00pm**
**Wednesday 13th February between 3.30pm-6.00pm**

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 FRIDAY 8th FEBRUARY. We will then send you a specific appointment time for your child/ren.**

**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 behavior and not let them wander around school.**

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

Thank you
Mrs Tracy Lane
Head Teacher

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## PLEASE RETURN TO THE SCHOOL OFFICE BY FRIDAY 8th FEBRUARY, THANK YOU

| NAME OF CHILD | CLASS | Please tick ✓ the box for your preferred time | | | | | |
|---|---|---|---|---|---|---|---|
| | | MONDAY 11th February | | | WEDNESDAY 13th February | | |
| | | 4.30-5pm | 5-6pm | 6-7pm | 3.30-4.15pm | 4.15-5pm | 5-6pm |
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