Cupernham Infant School

Together we care, we learn and we enjoy success

Headteacher: Mr Duncan Wells

January 2020

Parent-Teacher Consultation Evenings Year R

Parent-Teacher Consultations will be held on Monday 10th and Wednesday 12th February 2020. The purpose of these 10 minute sessions is to share and provide a clear understanding of your child's learning progress and to consider ways to support your child in their educational journey.

In order for your child's teacher to make a suitable appointment for you, please complete and return the slip overleaf indicating the block of time in which you would prefer your ten-minute appointment to be made. **Please return slips By Monday 27th January (one slip for each child in school please.**) Where it is not possible to meet your preference exactly, the nearest alternative will be offered. **You will be sent written confirmation of the time allocated by Monday 3rd February so please contact the office if you have not received an appointment time by this date.**

 You are asked to knock on the classroom at your appointment time to help us keep to time. This will give the teacher a signal that it is time to bring the discussion to a close. We believe that this system is in everyone's interests as it does help to avoid waiting times.

Staff are always willing to arrange alternative/additional appointment times should there be the requirement.

Yours sincerely,

Mr D Wells
Headteacher

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Parents' Evening Reply Slip – **Please complete one for each child**.

Child's
Name……………………………………………………Class………………………

Name(s) of siblings(s) in this
school……………………………………………Class……….

I would prefer my ten-minute appointment to be made within the time range indicated
below. **Please indicate by placing 1st choice and 2nd choice.**

Date	3.40pm-4.40pm	4.40pm-5.30pm	5.40pm-6.40pm	6.40-7.30pm
Monday 10th February				
Date	3.40pm-4.40pm	4.40pm-5.30pm		
Wednesday 12th February				