



Stoke by Nayland C.E.V.C. Primary School and Early Years Setting



School Street Stoke by Nayland Colchester CO6 4QY

Headteacher: Mrs Jane Le Grice B.Ed, NPQH

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6th February 2015

Dear Parents,

Parents' Evenings –Spring Term 2015.

Parents' evenings this term are on:

Tuesday 24th February 4:00 to 6:00

Wednesday 25th February 5:00 to 7:00

This is your opportunity to talk to one of your child's teachers about his/her progress and look at some of your child's work.

All the teachers that work with your child have liaised about the progress they have made so that you will have a complete picture of the progress they are making.

Please complete and return the slip below with your preferred time. We will *try* to give you a time within, or as near to your requested time-slot as possible. If all times or both days are suitable please indicate this on your reply slip as this will help greatly.

Times are allocated every **10 minutes**. We aim to keep within these limits and ask you to help us with this too. Staff will have already had a full day and still have to have work to prepare to teach for the following days. Thank you in advance for your help and patience!

We look forward to seeing.

Yours sincerely

Jane Le Grice



.....
Child's Name:.....Class.....

Please tick all times you can make.

Tuesday 24th February

4:00 to 4:30

4:30 to 5:00

5:00 to 5:30

5:30 to 6:00

Wednesday 25th February

5:00 to 5:30

5:30 to 6:00

6:00 to 6:30

6:30 to 7:00

Signed.....

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