



Stoke by Nayland Church of England 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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27 September 2017

Dear Parents/Carers

Parents' Evenings – Autumn term 2017

Parents' evenings this term are on:

Monday 2nd October 2017 from 4:00pm – 5:30pm
Wednesday 4th October 2017 from 4:30pm – 6:30pm

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. We will also be able to discuss with you how you can support your child at home.

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 you on one of the evenings.

Yours sincerely

Jane le Grice
Headteacher



Child's Name: Class.....

Please tick all times you can make.

Monday 2nd October
4:00 to 4:30
4:30 to 5:00
5:00 to 5:30

Wednesday 4th October
4:30 to 5:00
5:00 to 5:30
5:30 to 6:00
6:00 to 6:30

Signed..... Printed