



Asfordby Captain's Close Primary School

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Headteacher: Mrs Julia Hancock

September 2017

Dear Parents/Carers

Parents Evening

This term's Parents' Evenings will be held on Tuesday 3rd October, 3.30 p.m. until 5.00 p.m. and Wednesday 4th October, 3.30 p.m. until 7.00 p.m.

In order to assist the class teacher to arrange an appropriate appointment time for you, please circle a time below and **return the slip to your child's class teacher as soon as possible**. If you have more than one child in school, the times will be organised as close together as possible.

This year, a key school's improvement priority is the way children reflect on themselves as learners and how we work with parents to develop this. Therefore, we would ask that children attend these meetings.

Appointments will be allocated on a first come, first served basis, however every effort will be made to give you a time within your preferred slot. Your allotted time will be sent home shortly.

If you are unable to attend either of these days, please contact your child's class teacher.

Yours sincerely

Mrs Julia Hancock
HEADTEACHER

Child's name: _____ Class: _____

Where possible, I would prefer an appointment: (please circle which time)

Tuesday:	3.30 – 4.00	4.00 – 4.30	4.30 – 5.00	Any time
Wednesday	3.30 – 4.00	4.00 – 4.30	5.00 - 5.30	
	5.30 – 6.00	6.00 – 6.30	6.30 - 7.00	Any time

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