



8th October 2018

PARENTS' CONSULTATIONS

Dear Parents / Carers

We will be holding Parents' Consultation Meetings on Wednesday 31st October and Thursday 1st November 2018. This will be an opportunity for you to meet with your child's class teacher to discuss progress and consider targets for achievement.

Appointments will be booked for **ten minute slots with the class teacher**. Please indicate first, second and third preferences. Teachers will always try to provide your first preference, but please be aware that this is not always possible as each appointment is allocated for a short time. If there is an issue that will take longer to discuss than the allocated time, please contact your child's teacher to make an alternative arrangement to meet.

Please enter the school via the main hall where the crèche will be located, as well as a book fair and Pabulum, our new catering company. We know how much children at Churchfields love reading, so we are very pleased to be able to offer parents the opportunity to visit the Book Fair with their children during the evening. We are also fortunate to be able to include members of the Pabulum catering team, who will be serving samples of dishes and will be available to discuss the new school dinners with parents.

Please fill in the slip below by ticking the block of time where you would like an appointment, indicating first, second and third choices. **Please return this slip to the class teacher by Thursday 11th October**, who will confirm the appointment. If at any time you need to change the appointment, this must be done through the class teacher, rather than the School Office.

We have a limited number of places in a crèche we will run for younger children whose parents are attending consultation. They will need to bring a book, toy or game with them. All children should remain in the designated room once booked in.

Yours faithfully

R Emeny
Mrs Emeny
Head Teacher

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Please indicate below your preferred, 1st, 2nd and 3rd choice.

Wednesday 31st October

3:50	4:00	4:10	4:20	4:30	4:40	4:50	5:00	5:10	5:20	5:30	5:40	5:50	6:00	6:10	6:20
6:30	6:40	6:50	7:00												

Thursday 1st November

3:50	4:00	4:10	4:20	4:30	4:40	4:50	5:00	5:10	5:20	5:30	5:40	5:50	6:00	6:10	6:20
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Dear _____ Child's Name _____ (please print)

An appointment has been made for you on _____ October 2018 at _____ pm with the Class Teacher

I look forward to meeting you.

Churchfields Junior School is committed to safeguarding and promoting the welfare of children and young people and we implement Child Protection procedures in the appointment of all staff

