



Shacklewell Primary School
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Executive Headteacher: Mrs Michelle Thomas
Headteacher: Ms Nicole Reid

Monday 6th November 2017

Dear Parents/Carers,

Re: Parents Consultation Evening on Thursday 7th December 2017

It is with great pleasure that I am writing to you to inform you of the planned Parent/Teacher Consultation Evening for children in Nursery to Year 6 on **Thursday 7th December 2017**.

These meetings are intended to give teachers and parents/carers the opportunity to discuss the progress your child has made since the start of the academic year.

It is often difficult to organise more than one appointment when siblings are in different classes across the school. In order to tackle this, on **Wednesday 29th November** there will be an area set up in the KS1 playground where staff can arrange meetings for you; this area will be set up from 8.45am. Through this arrangement, parents will be able to see appointment schedules for more than one class at the same time, meaning they can choose appointments at similar times with different teachers.

Please note that if you cannot be here at the beginning of the school day, you will be able to make an appointment over the telephone.

Once again, I would like to thank all of you for your support and if you need further clarification please speak directly to your child's class teacher.

Yours sincerely,

Nicole Reid

Headteacher

