



Park Grove Primary School
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www.parkgroveprimary.co.uk

Assistant Headteachers
 Mrs V Hearson
 Mrs N Martin
 Mrs H Steel

Headteacher
 Miss J Sawyer

Charity Registration no. 1127874

Empowering Children through Creative Learning

10th October 2016

Dear Parents/Carers,

You are invited into school to discuss your child's work with their teacher on Wednesday 19th October between 5.00pm – 7.00pm and Thursday 20th October between 3.45pm – 6.15pm.

Meetings will be no longer than 10 minutes long. If you would like to indicate below which time block would be most convenient for you, the class teachers will arrange a suitable timetable. If you have more than one child in school then we will ensure that you do not have to be in two places at once.

It is important that meetings begin promptly at the time given and that they last for no more than 10 minutes. This is so that other parents are not having to wait for their slot. If you need longer to discuss your child's progress, you can, of course, book a separate meeting with your child's Class teacher at any time throughout the year.

Many thanks for your support.

Kind regards.

Miss Jo Sawyer
 Headteacher
head.parkgroveprimary@york.gov.uk

I would like to have an appointment between the times indicated.

Wednesday 19th October

Thursday 20th October

- 5.00pm – 5.30pm ...
- 5.30pm – 6.00pm ...
- 6.00pm – 6.30pm ...
- 6.30pm – 7.00pm ...

- 3.45pm – 4.30pm ...
- 4.30pm – 5.00pm ...
- 5.00pm – 5.30pm ...
- 5.30pm – 6.15pm ...

Name of child.....Class.....

My other children areClass.....

.....Class.....

Signed (Parent/Carer).....