



Park Grove Primary School  
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[www.parkgroveprimary.co.uk](http://www.parkgroveprimary.co.uk)

Headteacher  
 Miss J Sawyer

Charity Registration no. 1127874

*Empowering Children through Creative Learning*

Assistant Headteachers  
 Mrs V Hearson  
 Mrs N Martin  
 Mrs H Steel

28th February 2017

Dear Parents/Carers of Class 7,

Due to Ms Campbell being absent last half term, you are invited into school to discuss your child's work on Tuesday 7<sup>th</sup> March between 5.00pm–7.00pm and on Thursday 9<sup>th</sup> March between 3.50pm–6.20pm.

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, Ms Campbell will arrange a suitable timetable.

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 Ms Campbell at any time throughout the year.

Many thanks for your support.

Kind regards.

Miss Jo Sawyer  
 Headteacher  
[head.parkgroveprimary@york.gov.uk](mailto:head.parkgroveprimary@york.gov.uk)

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

**Tuesday 7<sup>th</sup> March**

**Thursday 9<sup>th</sup> March**

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

- 3.50pm – 4.30pm...
- 4.30pm – 5.00pm...
- 5.00pm – 5.30pm...
- 5.30pm – 6.20pm...

Name of child.....

Signed (Parent/Carer).....