



RUSHDEN PRIMARY ACADEMY

Principal: Miss L Davies

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01 February 2017

Dear Parent/Carer,

Parents' Evening - Arrangements for booking an appointment

Our Parents' Evening will take place on **Tuesday 28th February and Thursday 2nd March, 3.30pm - 6.30pm.** Appointments will be 10 minutes per child. This is an opportunity for you to discuss how your child has settled and the targets your child is currently working on. These appointments will take place in the classroom.

Your child's work will be available for you to look at prior to the meeting time.

In order to ensure that Parents Evening runs smoothly, we operate a strict 10 minute slot per child. If you find that you need to spend longer, your teacher will offer another time for you to come in.

If you have children in different classes, we will do our best to ensure that your time slots are close together.

Please complete and return the appointment request slip as soon as possible and before **Friday 10th February.** We will then send home slips with your allocated time on Tuesday 21st February.

Kind regards

Miss L Davies
Principal

Name of Child..... Class.....

Siblings..... Class.....

Please make three preferences to day and time and number the boxes accordingly (1, 2 & 3).

Tuesday 28 th February:	3.30pm - 4.30pm	<input type="checkbox"/>
	4.30pm - 5.30pm	<input type="checkbox"/>
	5.30pm - 6.30pm	<input type="checkbox"/>

Thursday 2 nd March:	3.30pm - 4.30pm	<input type="checkbox"/>
	4.30pm - 5.30pm	<input type="checkbox"/>
	5.30pm - 6.30pm	<input type="checkbox"/>

NB: Early responses secure the most popular times.

The Rushden Primary Academy is part of the Greenwood Dale Foundation Trust Group of Academies

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