

SIR JOHN BARROW SCHOOL



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Headteacher: Miss H Pemberton B.Ed (Hons), NPQH

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Monday 25th February 2019

Dear Parent/Carer,

This term, the Year 6 Parents' Evenings will take place on Monday 4th March. Owing to the number of children in Year 6, appointments can be only for a maximum of ten minutes. Teachers try/need to be rigorous about this because discussions that overrun can inconvenience parents/carers waiting for their turn. Should there be a need to extend discussions beyond the ten minutes, I am happy to do so at a mutually convenient time.

Alternatively I am happy to see parents/carers this coming week after school on Tuesday 26th or Wednesday 27th February. My apologies for the short notice of these evenings; in spite of this, I hope some parents/carers may find these dates more convenient. I will be available until 6pm: no formal appointments necessary.

If you intend to come on 4th March, may I ask you to indicate below two convenient time slots in the appropriate spaces (a '1' and a '2' indicating first and second preference). Naturally I will do my very best to give you your first choice, although this is not always possible. If you are unable to attend on any of these dates, please let me know and I can make another arrangement.

Please return the form below by Thursday 28th February; we will let you know your allocated time before the end of the week.

With kind regards,

K Davison

Ms Davison

Name of child:

Monday 4th March

Please indicate the most preferred time slot with a number 1 and your second choice with a number 2.

Table with 5 columns and 2 rows of time slots for appointment preferences.