



St Margaret's

Church of England Academy

London Road, Bowers Gifford, Basildon, Essex SS13 2DU
Tel: 01268-552176

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Executive Headteacher: Mrs E Wigmore
Head of School: Mrs G Smith

Dear Parents/Carers

12th March 2019

Parents Consultation Evenings
Tuesday 26th March ~ 3.30pm – 5.30pm
Thursday 28th March ~ 4.30pm -7pm

You are invited to meet your child's teacher on Tuesday 26th or Thursday 28th March 2019.

Parents consultation evening is a valuable opportunity for you to discuss with the teacher your child's progress and attainment, targets for the year and ways we can work together to support your child's learning over the rest of the academic year. If you have more than one child at the school, we will try to make sure that appointments are made to enable you to visit each teacher with only a small break between appointments.

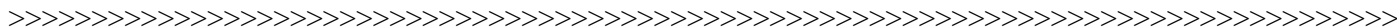
Your child may attend the meeting with you. We would ask you, out of respect and consideration for others not to bring younger children/toddlers to your appointment times. This will allow the discussions with class teachers to be conducted in a quiet, professional environment. We hope by sending this letter out in advance that you will have sufficient time to arrange appropriate child care.

Please tick the box to show which half hour session you would prefer your appointment and return to the class teacher as soon as possible and **no later than 9.00am on Monday 18th March**. Please check your child's book bag for your appointment time on Friday 22nd March. Anyone who does not return a slip will be allocated a time, and this may not be able to be changed if the appointment is not convenient. I look forward to seeing many of you at this important meeting.

ALL AFTER SCHOOL CLUBS WILL BE CANCELLED ON THESE DAYS.

Yours sincerely

Mrs G Smith
Head of School



PARENT CONSULTATION EVENINGS TUESDAY 26th & THURSDAY 28th MARCH
PLEASE TICK THE APPROPRIATE BOX.

TUESDAY 26th MARCH

3.30pm - 4pm 4pm – 4.30pm 4.30pm – 5pm 5pm - 5.30pm

THURSDAY 28th MARCH

4.30pm – 5pm 5pm ~5.30pm 5.30pm ~ 6pm 6pm – 6.30pm 6.30pm – 7pm

I will not be able to attend parents evening.

Child's name..... Class.....

Names of other children at school and classes:.....

Signed.....Parent/Carer

