

Petworth CofE Primary School  
South Grove Petworth GU28 OEE  
Telephone: 01798 342369



20<sup>th</sup> October 2021

Dear Parents/Carers

**We hope to have Parent Teacher Consultations face-to-face this term and they will be on Monday 15<sup>th</sup> November 3.30 to 5.30pm and Thursday 18<sup>th</sup> November 3.30 to 6.30pm.**

Please **tick your preferred time period** for our consultation and return it to me by **Monday 11<sup>th</sup> November** so that I can confirm the time to you. Appointments are for 10 minutes; should it be necessary for a longer discussion I will be happy to arrange this with you individually.

Yours sincerely,

Zoe Pennicotte-Henrie  
Willow Class Teacher

**Name of pupil:** \_\_\_\_\_

**Monday 15<sup>th</sup> November 3.30-5.30pm**

**Thursday 18<sup>th</sup> November 3.30-6.30pm**

3.30-4.00 \_\_\_\_\_

\_\_\_\_\_

4.00-4.30 \_\_\_\_\_

\_\_\_\_\_

4.30-5.00 \_\_\_\_\_

\_\_\_\_\_

5.00-5.30 \_\_\_\_\_

\_\_\_\_\_

5.30-6.00 **not available on Monday**

\_\_\_\_\_

6.00-6.30 **not available on Monday**

\_\_\_\_\_

If you have another child in the school please give their name and class here:

\_\_\_\_\_

I/We would particularly like to discuss the following \_\_\_\_\_

\_\_\_\_\_

**Miss Webb** will be available for appointments to see parents whose children have an EHCP or Independent Learning Plan (ILPs) from 3.30-5.30pm on Monday 15<sup>th</sup> November and 3.30-6.30pm on Thursday 18<sup>th</sup> November. *Please tick the preferred time.*

**Monday 15<sup>th</sup> November**      3.30-4.00 \_\_\_ 4.00-4.30 \_\_\_ 4.30-5.00 \_\_\_ 5.00-5.30 \_\_\_

**Thursday 18<sup>th</sup> November**      3.30-4.00 \_\_\_ 4.00-4.30 \_\_\_ 4.30-5.00 \_\_\_ 5.00-5.30 \_\_\_

5.30-6.00 \_\_\_ 6.00-6.30 \_\_\_

Signed: \_\_\_\_\_