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

9th March 2020

Dear Parents/Carers

Parent Teacher Consultations: Spring Term: Monday 23rd March 3.30-5.30pm and Tuesday 24th March 4.30-6.30pm

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Please **tick your preferred time period** for our consultation and return it to me by **Monday 16th March** 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. **Consultations will be held in Beech Class.**

Yours sincerely

E. McGrath

Emma McGrath
Class Teacher

Parents– please could you tick your preferred time period and return this reply slip by Monday 16th March to Mrs McGrath. Thank you.

Name of pupil_____

Monday 23rd March 3.30-5.30pm		**Tuesday 24th March 4.30-6.30pm**
3.30-4.00	_____	**not available Tuesday**
4.00-4.30	_____	**not available Tuesday**
4.30-5.00	_____	_____
5.00-5.30	_____	_____
5.30-6.00	**not available Monday**	_____
6.00-6.30	**not available 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 _____

_____

Mrs Sandon-Webb will be available for appointments to see parents whose children have an Independent Learning Plan (IEPs) from 3.30-5.30pm on Monday the 23rd March and 4.30-6.30pm on Tuesday 24th March. Please tick the preferred time.

Monday 23rd March **3.30-4.00 ___ 4.00-4.30 ___ 4.30-5.00 ___ 5.00-5.30 ___**

Tuesday 24th March **4.30-5.00 ___ 5.00-5.30 ___ 5.30-6.00 ___ 6.00-6.30 ___**

Signed:_____