

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



20th October 2021

Dear Parents/Carers

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

Please **tick your preferred time period** for our consultation and return it to me by **Monday 11th 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,

Laura Fogden and Becky Yates
Oak Class Teacher

Name of pupil: _____

Monday 15th November 3.30-5.30pm

Thursday 18th 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 15th November and 3.30-6.30pm on Thursday 18th November. *Please tick the preferred time.*

Monday 15th November 3.30-4.00 ___ 4.00-4.30 ___ 4.30-5.00 ___ 5.00-5.30 ___

Thursday 18th 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: _____