



# St Mary & St Pancras C. E. Primary School

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Headteacher **Jules Belton**, Deputy Headteacher: **Lucy Heard**  
Assistant Headteacher: **Teresa Maskell**

Monday 4<sup>th</sup> December 2017

Dear Parent/Carer

## **Parent / Teacher Consultation** **Monday 11<sup>th</sup> December and Tuesday 12<sup>th</sup> December**

It is time to find out how your child is progressing in school.  
Each appointment is for 10 minutes. If you feel that you need more time, please make an appointment with the class teacher for another day and time that would suit you both.

Kindly fill in the slip below and return to school by **Wednesday 6<sup>th</sup> December 2017**.

Yours sincerely

Jules Belton  
Headteacher

### **PARENT/ TEACHER CONSULTATION**

Please circle your preferred day	<b>Monday</b>	<b>Tuesday</b>
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Please circle you preferred time	<b>3.45 – 4.45pm</b>	<b>4.45 – 5.45pm</b>	<b>5.45 – 6.30pm</b>
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If you have a child in another class and you would like appointments close together, please write their name(s) and class in the space opposite.	
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### **Parent / teacher consultation** **Monday 11<sup>th</sup> December and Tuesday 12<sup>th</sup> December**

**The class teacher will return this part of the form with your appointment time.**

To the Parent/Carer of .....

An appointment has been made for you on ..... at .....

Signed..... Class Teacher

