Buckingham Park
Church of England Primary School

Jubilee Square, Buckingham Park,
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Monday, 08 October 2012

Dear Parents,

**Parent and Teacher Consultation Evenings – Monday 22nd and Wednesday 24th October**

There is an opportunity on the above days for you to meet your child's class teacher and to discuss your child's progress. The available times are given on the reply slip below. We will book you a ten minute appointment with your child's teacher.

Please complete the form to make an appointment with your child's teacher and return it to school as soon as possible (and by Friday at the latest). We will try to give you your first choice of time if at all possible but, due to the number of parents we see, this may not be the case so please put your second and third preference.

Yours sincerely,

Nick Waldron

Headteacher

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## Parent and Teacher Consultations – October 2012

**Child's name** _____ **Class** _____

I would like to have a meeting on:

| | | |
|---|---|---|
| Monday 22nd October | 5.30pm – 6.45pm | ☐ |
| Monday 22nd October | 6.45pm – 8.00pm | ☐ |
| Wednesday 24th October | 3.30pm – 4.45pm | ☐ |
| Wednesday 24th October | 4.45pm – 6.00pm | ☐ |

**Please place in order of preference; 1, 2, 3, 4**

Name and class of other children in the school (this allows us, if possible, to co-ordinate times):

**PLEASE RETURN TO YOUR CHILD'S CLASSTEACHER AS SOON AS POSSIBLE (AND BY FRIDAY AT THE LATEST)**