



Thomas Russell Junior School

Inspiring all, achieving together.



Dear Parents,

Consultation evenings this term will be held on Thursday 8th October and Tuesday 13th October between 4.00 and 7.00 p.m. The purpose of these consultations is for you to discuss with your child's class teacher and teaching assistant how well your child has settled into their new class; as well as being an opportunity to share any information or concerns. The staff will also be able to indicate any areas of support required and discuss your child's targets with you.

Consultations will take place in classrooms. Both Mrs Gahagan and I will be available to parents in the hall. We ask all parents to congregate in the hall where we will be serving complimentary tea and coffee and there will also be an opportunity for discussion with school governors. From this point we will ring a bell every 10 minutes and send parents to the appropriate classroom. We hope this will ensure equality for all parents in the amount of time with their teacher. If you would like more time, please either make an additional appointment following your consultation, or for an informal update pop onto the playground at the end of the day to see your child's teacher.

Children may use the playground, but this is not supervised and parents are responsible for ensuring normal playground rules are adhered to such as no climbing trees or accessing out of bounds areas.

Please complete the form at the bottom of the letter indicating your choice of date and return it to school as soon as possible, but by **Thursday 1st October** at the latest. Appointments will be made on a first-come, first-served basis.

We would hope to be able to arrange appointments for parents with more than one child on the same evening. You will appreciate that co-ordinating appointments can be a difficult task, and the more flexible parents can be the easier it is for us to accommodate requests.

For those children who have Literacy and Numeracy in Y4 with Mrs O'Hara, Y5 with Mrs Haywood and Y6 with Mrs Kerr-Delworth, please indicate on the slip if you would like to see one or both of your child's teachers.

Yours sincerely

S Sharpe

Mrs S Sharpe
Headteacher

Parent Consultations

Name of Child _____ Class _____

Name of Brother/Sister _____ Class _____

_____ Class _____

Please make 3 choices to indicate most convenient slots, in order of preference: 1st, 2nd & 3rd.

Thursday 8 th October	4 – 5pm		Tuesday 13 th October	4 – 5pm	
	5 – 6pm			5 – 6pm	
	6 – 7pm			6 – 7pm	

For Y4 – 6 children. I would like an appointment with:

<input type="checkbox"/>	Just class teacher	<input type="checkbox"/>	Just Literacy / Numeracy teacher	<input type="checkbox"/>	Both please
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