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**Changing Lives
Learning Trust**

RESPECT · RESILIENCE · ACHIEVEMENT · OPPORTUNITY

28th February 2023

Dear Parent/Carers,

We are holding our next Parents Evenings during the week beginning Monday 27th March. At your meeting you will be given the opportunity to discuss with your child's teacher their progress, support you can be providing at home and ask any questions you may have.

We are offering face to face meetings or a telephone call. Please indicate below a suitable day and time (tick as many as you like as this makes it easier for us!) so that we can allocate your ten-minute appointment slot. Please note time is limited; therefore, teachers will be keeping to their ten-minute appointment slot. If you would like additional time to talk to your child's class teacher then you will need to make another appointment. This meeting is for parents and carers ONLY. If you are unable to make childcare arrangements then children must be able to sit quietly on their own in the hall whilst you are speaking to your child's class teacher.

All face to face meetings will take place on Wednesday 29th March. Each class teacher will also offer an alternative day for telephone meetings.

Wednesday 29 th March –	FACE TO FACE
3.30 – 4.00	
4.00 – 4.30	
4.30 – 5.00	
5.00 – 5.30	
5.30 – 5.40	
5.40 – 5.50	
5.50 – 6.00	
6.00 – 6.30	

Tuesday 28th March -	PHONE CALL
3.30 – 4.00	
4.00 – 4.30	
4.30 – 5.00	
5.00 – 5.30	
5.30 – 5.40	
5.40 – 5.50	
5.50 – 6.00	
6.00 – 6.30	

Name of child _____

Signed: _____ Date: _____

Appointments will be allocated on a first come first served basis so please return this form as soon as possible.

Yours sincerely

Mrs Peers