8th March 23'

RE: Family/Teacher Consultation Evening: Wednesday 22nd March 23'

Dear Park Lane Family,

It is the time of the year where we prepare for our very Spring Family/Teacher Consultations for the new academic year. The purpose of the consultation is to meet with your child's class teacher, review your child's progress against the end of year expectations and to discuss their attitude to their learning.

We are thrilled to be able to welcome our families into school on the evening of Wednesday 22nd March to meet with your child's class teacher from 3:30pm. You will be able to book in for your consultation using the link provided and select your preferred time. *Please note that this does not automatically mean that you will be assigned the time you have selected: confirmation of your appointment will be sent via Seesaw from your child's class teacher, prior to the evening of the 22nd March.* As always, we will be offering a morning session for those of our families that are unable to attend the evening sessions. The morning session for your child's class teacher will be stated within the Google Forms document.

We are kindly asking that the preferred times are completed by Monday 13th March to ensure that all appointments can be finalised and issued to you before the evening of the consultations. We will be asking that the main entrance is used to enter and exit the school and all consultations will take place in your child's classroom.

If you feel that the school may not have the appropriate contact number for yourself, please contact the school via admin2636@welearn365.com or 02476 382924. Should you have concerns about your child's Special Educational Needs, please arrange a further meeting with your child's class teacher, or in turn our SENco, Miss Callow. If you would like to speak with myself, please mention this during your consultation and further arrangements can be made.

Yours sincerely,

A Ladbury
Head of School