

Offwell C of E Primary School



11th October 2019

Dear Parents,

We shall be holding parents' interviews on Monday, 4th November and Wednesday, 6th November. You will be advised where your meeting will be when we advise your appointment time.

All children are welcome to attend the meetings but they must not be left unsupervised in the playgrounds.

Each appointment will be of ten minutes duration. This is an important meeting as information and targets will be shared - please do try to come! If you have a specific question for the class teacher, please e-mail admin@offwell-primary.devon.sch.uk beforehand to enable the teacher to have ready an informed answer (hopefully this will help with timings!)

Please return the slip as soon as possible so that firm appointments can be made.

Yours sincerely,

Mrs L Legg
Headteacher

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I/We would like to attend the parents' evening on:-

Monday, 4 th November	4 - 5 pm []	5 - 6 pm []
Wednesday, 6 th November	5 - 6 pm []	6 - 7 pm []

Please tick the appropriate box.

Signed.....

Child/Children's Name.....Class/es.....