



MANOR COURT
Community Primary School
Incorporating
Manor Court Early Years Centre

Duck Lane, Chard, Somerset, TA20 2ES

Head Teacher: Mr L Talmage

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28th September 2017

Dear Parents/Carers

Parents Evening - Monday 16th October and Tuesday 17th October 2017

We have arranged a Parents Evening for you to meet with your child's class teacher on either Monday 16th October, 3:30pm – 6:00pm or Tuesday 17th October, 4:00pm – 7:30pm, the Parents Evening will take place in the individual classrooms. These are very important evenings and we would be grateful if one or both parents could attend. Mr Clode (Deputy Head Teacher/Inclusion Leader) and Miss Gregory (Early Intervention Officer) will also be available to discuss your child's progress or issues that you may have.

Please fully complete and return the slip below to your child's class teacher by no later than **Monday 9th October 2017** so we can inform you of your appointment day and time. Appointments will be allocated on a first come, first served basis. If you would also like to see Mr Clode (Deputy Head/Inclusion Leader) or Miss Gregory (Early Intervention Officer), please tick the relevant box. Mr Clode may also request an appointment to see you.

Please note that all after school clubs will finish for this half term on Friday 13th October and will recommence after half term on Tuesday 31st October.

We look forward to seeing you during parents' evening.

Yours sincerely

Mr L Talmage
Head Teacher

Mr A Clode
Deputy Head and Inclusion Leader

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Parents' Evening- Monday 16th October and Tuesday 17th October 2017

Child's Name Class

(Please indicate your preferred time zone)

Monday 16th October 2017

3:30 – 4:30 4:30 – 5:30 5:30 – 6:00

Tuesday 17th October 2017

4:00 – 5:00 5:00 – 6:00 6:00 – 7:00 7:00 – 7:30

I would also like an appointment with Mr Clode (Deputy Head and Inclusion Leader).

I would also like an appointment with Miss Gregory (Early Intervention Officer).

Sibling Name Class