



MANOR COURT
Community Primary School
Incorporating
Manor Court Early Years Centre

Duck Lane, Chard, Somerset, TA20 2ES

Interim Head Teacher: **Mr Andrew Gould**

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7th November 2016

Dear Parent/Carer

We will be holding our Parent/Carer Consultation Evenings on Tuesday, 22nd and Thursday 24th November. They will run from 3.30pm - 6.00 pm on each day. An appointment system will be in place and all teachers will be available for consultation in the following locations:

Foundation	-	Nightingales class
Year 1 and 2	-	Magpies classroom
Year 3 and 4	-	Kingfishers classroom
Year 5 and 6	-	Owls classroom

A waiting area will be available in the corridor outside of the classrooms for parents awaiting their appointment. You will also have the opportunity to view your child(ren)'s work.

This is a very valuable opportunity for you to support your child's learning journey and to celebrate their achievements, so please do make every effort to attend. In the event that the allocated times are not convenient, please contact the class teacher and arrange an alternative meeting.

To book your appointment please come to the front reception and see your child(ren)'s class list and select the time most convenient for you. The lists will be displayed in the corridor off of reception and will be available from **Tuesday, 15th November**. If you are unable to book an appointment in person then simply telephone the school office on 01460 62350 or send in a note with your child requesting your desired day and time, and they will book an appointment for you.

We look forward to seeing you.

Yours sincerely

Mr Andrew Gould
Head Teacher