



# MANOR COURT Community Primary School

incorporating Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage Deputy Head Teacher Mr A Clode

Duck Lane, Chard, Somerset TA20 2ES

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11<sup>th</sup> October 2019

Dear Parents/Carers

## **Parents' Evening - Monday 21<sup>st</sup> October and Wednesday 23<sup>rd</sup> October 2019**

We have arranged a Parents Evening for you to meet with your child's class teacher on either Monday 21<sup>st</sup> October, 3:30pm – 7:00pm or Wednesday 23<sup>rd</sup> October, 3.30pm – 6:00pm. All appointments will take place in the School Hall. These are very important evenings and we would be grateful if one or both parents could attend. Mr. Clode (Deputy Head Teacher/Inclusion Leader) 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 **Wednesday 16<sup>th</sup> October** 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), please tick the relevant box. Mr. Clode may also request an appointment to see you.

There will be an opportunity to complete the Ofsted Parent View survey in the school library, using the school iPads during the parents' evening.

Please do inform us if you would like a Portuguese translator to be present during your appointment.

We look forward to seeing you.

Yours sincerely

Mr L Talmage  
Head Teacher

Mr A Clode  
Deputy Head and Inclusion Leader

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## **Parents' Evening - Monday 21<sup>st</sup> October and Wednesday 23<sup>rd</sup> October 2019**

Child's Name ..... Class .....

*(Please indicate your preferred time zone)*

### **Monday 21<sup>st</sup> October 2019**

3:30 – 4:30  4:30 – 5:30  5.30 – 7.00

### **Wednesday 23<sup>rd</sup> October 2019**

3:30 – 4:30  4:30 – 5:30  5:30 – 6:00

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

Sibling Name ..... Class .....

# ASPIRE

Ambition • Sincerity • Positivity • Integrity • Respect • Empathy