



MANOR COURT
Community Primary School
Incorporating
Manor Court Early Years Centre
Duck Lane, Chard, Somerset, TA20
2ES

Head Teacher: **Mr L Talmage**
Deputy Head Teacher: **Mr A Clode**

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10th October 2018

Dear Parents/Carers

Parents Evening - Monday 22nd October and Tuesday 23rd October 2018

We have arranged a Parents Evening for you to meet with your child's class teacher on either Monday 22nd October, 3:30pm – 7:00pm or Tuesday 23rd October, 3.30pm – 6:00pm, the Parents Evening will take place in your child's classrooms, unless they are in Foundation Stage, Year 1 or Year 6, when the appointments will be 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) and Miss Gregory (Early Intervention Officer) will also be available to discuss your child's progress or issues that you may have.

Parents evening for children in Badgers class, will be on Wednesday 17th and Monday 22nd October. If you would like an appointment on Wednesday 17th please inform Mrs Prevett.

Please fully complete and return the slip below to your child's class teacher by no later than **Wednesday 17th 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) or Miss Gregory (Early Intervention Officer), please tick the relevant box. Mr Clode may also request an appointment to see you.

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

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 22nd October and Tuesday 23rd October 2018

Child's Name Class

(Please indicate your preferred time zone)

Monday 22nd October 2018

3:30 – 4:30 4:30 – 5:30 5:30 – 6:00 6:00 – 7:00

Tuesday 23rd October 2018

3:30 – 5:00 5:00 – 6:00

- 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