



1st October 2020

Dear Parents/Carers

Parent Consultations

We are pleased to let you know that we will be holding parent consultations this term during the week commencing Monday 19th October.

As we are not able to welcome parents into the school building, during this current situation, appointments will take place over the telephone. Appointments will last for 10 minutes and will give parents a chance to hear how their children have settled back into school and to set targets. Please can we ask for your assistance in keeping to your allocated time to avoid unnecessary delays for other parents.

Once appointments are available for booking, you will receive an e mail and text message from our Parent's Evening booking system which will allow you to choose a suitable time. Please can we also ask that the telephone number which you would like the teacher to call you on is entered in the comments section of your booking. This will speed up the process for teachers.

The dates and times for each class are set out below.

Monday 19 th October	3.10pm – 6.30pm	Inkpen Butterworth Murphy Morpurgo Pullman
Tuesday 20 th October	3.10pm – 6.30pm	Inkpen Butterworth Murphy Kinney Morpurgo Pullman
Wednesday 21 st October	3.10pm – 6.30pm	Donaldson McKee Kinney – appointments will end at 5.00pm Rosen Rowling Rundell Walliams
Thursday 22 nd October	3.10pm – 6.30pm	Donaldson McKee Kinney – appointments will end at 5.00pm Rosen Rowling Rundell Walliams

Yours sincerely

Mrs N Mace
Headteacher

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Tandridge Learning Trust

An Academy within the Tandridge Learning Trust