

# Alderwood Primary School



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**Executive Headteacher:** Jo Gordon

**Co-Heads of School:** Katie Cutajar and Natasha Tilley

Dear Parents and Carers,

March 2017

You are invited to our Parents' Evening on:

**TUESDAY 14<sup>th</sup> AND THURSDAY 16<sup>th</sup> March**  
**1.00 – 3.30pm      3.30 p.m. – 6.00 p.m.**

This term, the main aim of the evening is for you to meet your child's teacher on a one to one basis and to set targets for the term ahead. Your child's teacher will also suggest ways in which you can help him/her with their learning.

Please tick one of the time zones given below and an appointment for approximately 10 minutes will be sent to you.

**Tuesday 16<sup>th</sup> March**

**1.00 pm – 1.30 pm**  
**1.30 pm – 2.30 pm**  
**2.30 pm – 3.30 pm**

**Thursday 16<sup>th</sup> March**

**3.30 pm – 4.30 pm**  
**4.30 pm – 5.30 pm**  
**5.30 pm – 6.00 pm**

Please enter the school building by the front foyer. Can I remind you that we are unable to provide supervision for children; this is a time for adults to discuss progress with class teachers and it would not be appropriate for the children to be present at the discussion.

**Please make alternative arrangements for your children to be looked after at home.**

*Note, the earlier you return this letter, the more chance of you getting the time that you want. If you have any special needs that would require additional help or support please let us know (for example if you find stairs difficult and need to meet on the ground floor).*

Yours sincerely,

Mrs K Cutajar  
Co-Heads of school

Miss N Tilley  
Co-Heads of school

**(For teacher use only.)**

An appointment has been made for you to see me to discuss

(child) ..... (Day)..... at (time) .....

Class Teacher .....

**Please**, if you cannot make an appointment, contact the school.



Willow Dene - Alderwood - South Rise  
Deansfield - Wingfield - Horn Park - Halstow

Executive of The Compass Partnership – John Camp

