

15th February 2018

Dear Reception Parents,

During the second half of the Spring Term there will be an opportunity for parents of Reception children to discuss their child's progress with their child's class teacher.

The consultations will take place over two weeks, starting from the week beginning 5th March. From Monday 26th February, a list of appointment times will be pinned up in the Reception classrooms. Please sign up for a time convenient for you. Attached to this letter is a reply slip, on which you are invited to indicate if there is anything that you would particularly like to discuss with your child's class teacher.

All consultations will take place in the classrooms and entry to the Pre-Prep will be via one of the gates on Castle Hill. Unfortunately, we do not have a supervised place where children can wait while you are with a form teacher and, as the Moat gates are left open during consultations, it would be safer if you could arrange for someone to look after them or use Phoenix, our after school care.

Yours sincerely,



Liz Lord
Head of Pre-Prep

Pre-Prep Consultation

Name of child.....

Prior to your consultation this term, please note down any comments, views or items that you would particularly like to discuss regarding your child.

Signature..... Date.....

(Please return this slip to your child's class teacher one week in advance of your consultation)