

Monday 8th January 2018

Dear Parents,

Re: Y3 Parents' Evening

As you will be aware from the school calendar, the Y3 Parents' Evening is on Monday 22nd January.

Appointments to see Y3 form teachers can be made via the School Office either in person, by phone or by email a.phillips@herefordcs.com These appointments will be for 10 minutes in your child's classroom between 3.45 and 6.15pm. In order to help the evening run to time and ensure all parents get quality time to discuss their child's progress, there will be a bell system in operation and we would respectfully ask that all parents adhere closely to the 10 minute slot with their child's form teacher.

All other staff who teach your child will be available between 3.45 and 6.15pm in St. David's Hall. The Headmaster will also be in attendance at this time and refreshments will be available.

Should you be unable to attend the evening or if you have any further queries about Parents' Evenings please contact me either via the School Office or by email j.debenham@herefordcs.com

Yours sincerely,



JM Debenham