



4th October 2023

Dear Parent,

Non Pupil Day – Thursday 19th October

Year 1 – 6 Opportunities to talk with your child's teacher

The end of this half term sees two non-pupil days on Thursday 19th and Friday 20th October. The first of these on Thursday 19th October is being used to provide parents of children in Years 1-6 with an opportunity to meet with your child's teacher to discuss their progress, well-being and any other matters on your mind as the first half term of the year comes to a close. *Parents of children in the Foundation Stage will be invited separately to make arrangements to meet with the team as all members of the Foundation Stage staff will be undertaking two-yearly first aid training on these two days.*

We have always found these days valuable as they provide 'proper' time to sit down and meet with you without undue pressure of time as is often the case when we have run these as after school events in the past.

In offering this time we also acknowledge that many parents meet with teachers regularly for discussions, and if you are comfortable with these there is no 'expectation' that you will meet on Thursday 19th October – but given that it is so near the start of the year it would certainly be a good time to catch up. If the day does not suit you for any reason we are still keen that you continue to approach us before or after school or make arrangements to meet at a time convenient for you.

We are offering meetings of up to 15 minutes or so with your child's teacher during the course of the day.

In order that teachers can make the necessary arrangements we would ask that you **complete the reply slip that your child will be bringing home today and return it to us by Tuesday 10th October**. Returning this to us by this date will support our organisation of the day and allow us to get back to you sharing arrangements promptly. We'd be grateful if you could circle as many alternatives as possible so that we can have the best possible chance of meeting everyone's wishes – we will also do our best to make sure that meetings for siblings are considered when timings are made.

Once we have your request and have organised the day we will send you a text confirming the time of your meeting and will look forward to seeing you then. If for any reason the time provided is not convenient, we would be really pleased if you made contact, by phone or in person, with your child's teacher to arrange a time to get together that fits more comfortably with you.

Yours sincerely,

Scott Hampton
Acting Head Teacher