



Wednesday 29<sup>th</sup> January 2020

Dear Parents/Carers

We would like to invite you to attend Parents Evening to discuss the progress that your child is making within school. We will be holding these sessions on the following dates:

Wednesday 26<sup>th</sup> February 2020 3.30pm – 7.00pm  
Thursday 27<sup>th</sup> February 2020 3.30pm – 6.00pm

The meeting should last no longer than ten minutes and it would be beneficial to arrive slightly earlier than the time slot that you are allocated, to give you the opportunity to take a look at your child's work prior to meeting the teacher. We believe that this meeting is a good opportunity for you to gain a much more detailed picture of your child's progress and areas for development which you will be able to support them with at home.

I hope we will have the pleasure of meeting all parents and should be grateful if you would indicate on the slip below which date you would prefer.

Yours sincerely

**MELINDAR KAUR**  
**HEADTEACHER**

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**To Mrs Smith, Cloudside Academy**

I am able / unable to attend Parents Evening and would prefer a slot on Wednesday 26<sup>th</sup> February / Thursday 27<sup>th</sup> February 2020.

Childs name: \_\_\_\_\_ Class: \_\_\_\_\_

Sibling in school: \_\_\_\_\_ Class: \_\_\_\_\_

Signature: \_\_\_\_\_

