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Head of School Mrs S Sullivan

22<sup>nd</sup> March '21

Dear Parent/Guardian

### **Re: Parent Consultations –**

Parent consultations will take place this year on Wednesday 28<sup>th</sup> April and Thursday 29<sup>th</sup> April. The appointment times will run from 15.30 – 18.30

These consultations will be to discuss progress since November and any concerns you may have with your children. Please use the form attached with this letter. (A paper copy is coming home today). This will help guide yours and the teacher's conversations. Please return this **BEFORE** the Easter break as this will give the staff time to read.

**Each consultation will be held via a video link and will be a maximum of 10 minutes long; you will need to log in on time, as the consultations cannot over run.**

Consultations can be made from today 22<sup>nd</sup> March from 17.00 until Tuesday 27<sup>th</sup> April 2021 at 19.00.

Parents are able to log on to the same system as last year at <https://kingsnorthcep.parentseveningsystem.co.uk> to book your own consultation; this is also the same way you can log in for your consultation.

Attached to this email are 'Parents Guide for booking Appointments' and 'Video Appointments parents' guide' these will answer any questions that you may have. If you are struggling to book, a consultation please let the office know.

Yours sincerely

Mrs S Sullivan  
Head of School