

19 October 2023

Dear Parents/Carers

LOWER SCHOOL PARENTS EVENING

I am writing to invite you to Parents Evening on **Thursday 26 October** from 5.00-7.00 pm.

Would you please complete the slip below and return it to your child's teacher as soon as possible. On the slip, please indicate a preferred time – we will try to keep as close to this as we can, although exact times cannot be guaranteed. Your child's teacher will confirm the time as soon as possible.

Many thanks.

Yours sincerely

Angela Macvie

DEPUTY HEADTEACHER

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To Class Teacher:

I will / will not be able to attend Parents Evening on **Thursday 26 October**

I would like an appointment at

Signed: Parent/Carer of: