

Hawthorn Community Primary School

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Head Teacher: Julie Clubley
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8th October 2018

Dear Parent/Carer of children in **Elm**

Our first parent interviews of this Academic Year will be held during week commencing 29th October. We would like to encourage all parents to attend these meetings as we feel that it is an opportunity for you to discuss with teachers how your child has settled into class, their learning targets for this term and their progress so far.

You are invited to complete and return the slip below to indicate those times which are most convenient for you (or complete the online form using the link below). Please note that individual meetings are 10 minutes long within the time slots indicated. We would like to keep meetings as close to 10 minutes as possible in order to avoid parents having to wait, however, if you feel that you need longer, please make a separate appointment with your child's class teacher.

Yours sincerely

Julie Clubley
Head Teacher

Link to online form: <https://www.hawthornprimarykettering.co.uk/form/?pid=108&form=639>

Parent Interview Request – October/November 2018

Child's Name:

Class: **ELM**

Tuesday 30 th October		Wednesday 31 st October		Thursday 1 st November	
	✓		✓		✓
3.30 – 4.00		3.30 – 4.00		3.30 – 4.00	
4.00 – 4.30		4.00 – 4.30		4.00 – 4.30	
4.30 – 5.00		4.30 – 5.00		4.30 – 5.00	
5.00 – 5.30		5.00 – 5.30		5.00 – 5.30	
5.30 – 6.00				5.30 – 6.00	
6.00 – 6.30				6.00 – 6.30	
6.30 – 7.00				6.30 – 7.00	
7.00 – 7.30				7.00 – 7.30	

If you have children in other classes please identify these classes in the space below:

Name(s) of parent/carers attending: _____