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**Headteacher: Mrs Marcella Dobson** 

Deputy Heads: Mrs Clare Clifford & Mrs Lisa Alderslade

4<sup>th</sup> February 2020

Dear Parents/Carers,

## Parents' Evenings – Tuesday 11th February and Wednesday 12th February 2020

I would like to invite you into the school for the second of this year's parent consultation evenings. This meeting is an opportunity to meet your child's teacher and review their learning so far this year. We will be sharing information on your child's strengths and areas for development, as well as their targets for the next half term.

Parents evening appointments can be booked using the online booking system, using the link below.

## https://hollybrookjuniorschool.youcanbook.me

Please note that Tuesday 11th February is the same date as Year R parents evening at the Infant School, and Wednesday 12<sup>th</sup> February is the same date as Year R, 1 and 2 parents evening at the Infant School, so if you have children at both schools you will need to co-ordinate your appointments accordingly.

When booking appointments, please ensure that a gap of at least 10 minutes is left between appointments to allow for travel between one classroom to another, and a gap of at least 20 minutes if travelling between schools.

The Infant School are using the same system for booking appointments and you should receive a letter from them separately regarding this.

If you do not have access to a computer please speak to a member of the office team, who will be happy to book this for you.

Yours sincerely,

Ms M Dobson

Headteacher