



Friday 8th October 2021

Re: Parents Consultations – Structured Meeting

Dear parents/carers,

As you are already aware, your child's parent consultation meeting takes place through a structured meeting. This allows for a slightly longer and more in depth discussion, with your child's class teacher, focussing on your child's individual/specific needs, their progress and their current targets.

To ensure the safety of us all, we will ensure that the room where we meet is well ventilated and that there is sufficient room for social distancing. In addition, please can you wear a face covering to your meeting (unless you are exempt). Staff will be carrying out regular lateral flow testing- it would be great if you could too prior to coming into school.

Your child's class teacher will be contacting you to book this appointment for a date and time convenient to you both. All appointments will take place between now and when we break up for half term

We are really looking forward to meeting with you. If you have any questions in the meantime, please feel free to get in touch.

Yours sincerely

Mrs C Gibbins
Head of School.