



Monday 14<sup>th</sup> February 2022

Spring Term 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.

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 Friday 25<sup>th</sup> March.

Whilst in school for your appointment, you will have the opportunity to look through your child's books and to see their learning environment. We will also be asking you to ensure that your child's details are up to date by asking you to review your child's data collection sheet, making any necessary amendments.

We continue to be cautious with regards to COVID-19, therefore, please ensure that you do not attend your child's parent consultation structured meeting if you are displaying any symptoms of Covid-19 or are feeling unwell. We politely request that you wear a face covering whilst inside the school building.

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

Claire Gibbins  
Head of School