



25th October 2024

Dear Parents, Carers and Friends,

Parental consultations will take place during the week of Monday 11th November 2024. On Wednesday 13th November there will be the opportunity for parents to speak to all class teachers between 3:30 - 6:10 pm. In addition to this class teachers will also be available on specific days (see timetable below).

All consultations will take place in person. Should you require a phone call consultation please speak to the class teacher about this and arrange a mutually convenient time separately.

Each consultation slot lasts for 10 minutes. We would be very grateful if you would be mindful of this when speaking to staff. If a longer time is needed to discuss something in more detail, we would be very grateful if this could be done by making a separate appointment time to the consultation. This way appointments run to time and accommodate all parents.

This parental consultation will use the slip below to book a time to see the class teacher. This will be based on a first come, first serve basis. The teachers will provide you with the next nearest time to the one that you have requested if this has already been allocated. Please return this slip directly to your class teacher.

The appointment times available are set out for you below. The daytime consultations will take place in the small hall with Wednesday evening appointments in both halls.

Please can we ask that if you make an appointment to speak to teaching staff and are unable to attend at the allotted time, that you inform us as soon as possible. Thank you.

Teacher	School day consultation	Consultation Evening
Mrs Dixon/Miss McKell	Thursday 14 th November 1:00pm to 3:00pm	All teaching staff parental consultation Wednesday 13 th November 3:30- 6:10pm Mrs Legg from nursery will hold consultations Wednesday 13 th November in the morning.
Mrs Harper/ Miss Jamal	Tuesday 13 th November 1:00pm to 3:00pm	
Miss Crowther/Miss Aitchison	Monday 11 th November 1:00pm to 3.00pm	
Miss Bibi/Miss Garrett	Friday 15 th November 1:00pm to 3:00pm	
Miss Borsos/Mrs Parsons	Wednesday 13 th November 1:00 to 3:00pm	
Mrs Goddard/Mrs Whitworth/Mrs O'Malley	Wednesday 13 th November 1:00pm to 3:00pm	
Miss Martin/Miss Little	Thursday 14 th November 1:00 to 3:00pm	
Individual consultations can be made with Mr White on Friday 15 th November 1:00pm to 3:00pm		

If you have a child that has an education plan (GAP/EHCP or SEND need), appointments can also be made to speak to Miss Burrell the school SENCO who will also be available on Wednesday evening. Please call the office if you wish to make an appointment.



Parents and carers will also be given the fantastic opportunity to try our Aspen's school meals at a tasting session on the evening of the parent consultations Wednesday 13th November. This will enable you to see the full range of meals offered and taste samples of the delicious menu.

If you have any queries, please do not hesitate to contact us.

With kind regards,

Kirsty Hutchinson
Headteacher

**PARENTAL CONSULTATION SLIP: PLEASE COMPLETE AND RETURN TO YOUR CLASS
TEACHER**

Child's name: _____

Class: _____

Date/ Time that would like consultation appointment:

Signed by parent/guardian:

Date: _____

Contact phone number in case there is an issue:
