

12 March 2018

Dear Parents/Carers

Primary Phase - Parents' Evening Spring Term

Parents' evening will be held on **Monday, 19 March** at the Primary phase site for Reception – Year 6 (excluding Year 4). Sign-up sheets for making appointments will go up on the noticeboard on Tuesday, 13 March.

We ask that pupils don't attend the Primary phase parents' evening. The school's out of hours services is available from 3:40pm to 5:40pm and will operate in the ICT Room and Staffroom.

We will break up for the end of term on Friday, 23 March at 12:15pm and return on Wednesday, 11 April.

Thank you for your cooperation.

H.M. Coppleto

Yours sincerely

Hayley Copplestone

Deputy Headteacher - Primary phase.