



Meir Heath Academy

Principal: Mrs M Southern

Golborn Avenue, Meir Heath, Staffordshire, ST3 7JQ

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25 February 2020

Dear Parents and Carers,

RE: Reception to Year 6 Parent Consultations

I am writing to invite you to a consultation session to discuss how your child is progressing in their class and how we can work *together* to support their learning.

Please number your first and second choices of time ranges for your appointment on the slip below – we will do our best to accommodate your choices and ensure that times do not clash for families with more than one child and are as close together as possible. Appointments are booked on a first come, first served basis. We will let you know your appointment time within your chosen time band and will try to keep to the allocated times. If there are significant issues that you wish to address, please contact your child's class teacher for a separate meeting as we try to avoid sessions overrunning.

Mr Wilkinson will be available for drop-in discussions during the evening session.

Please note that due to the consultation session, Y5/Y6 Tag Rugby Club will take place on Monday 9th March instead of Wednesday 11th March, for this week only.

Yours faithfully,

Mrs M Southern
Principal

(Please complete, detach and return the below slip to your class teacher)

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Consultation session on Wednesday 11th March 2020

Please number your first and second choices of time ranges for your appointment (1- first preference, 2 – second preference).

Wednesday 11 th March 2020							
3.45pm	4.00pm	4.30pm	5.00pm	5.30pm	6.00pm		
-	-	-	-	-	-		
4.00pm	4.30pm	5.00pm	5.30pm	6.00pm	6.30pm		

Signed (parent/carer): _____

Child's name: (please print) _____ Child's class: _____

Please list the name/ classes of siblings: _____