

St Bede's Catholic Academy
Green Lane
Stockton on Tees
TS19 0DW

27th February 2017

Dear Parents

I am pleased to invite you to discuss your child's progress on **Monday 13th March/ Monday 20th March.**

We hope you will all take this opportunity to be involved in your child's learning. I have enclose a reply slip, which I would be grateful if you could return as soon as possible. We shall attempt to match your request as closely as possible.

Please be aware that no child care facilities will be available during this evening.

This is an important meeting that will indicate the progress your child has made, at this, the half-way point in the year. Your attendance is strongly encouraged. If, for any reason you are unable to attend, your child's teacher will be happy to rearrange an appointment on an alternative day. We look forward to welcoming you into school in the coming weeks.

Yours sincerely,

B Rizzi-Allan
Headteacher

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Child's Name:

Year:

I would like an appointment on Monday 13th March Please pick your preference
Monday 20th March

3:30 – 4:00pm 4:00 – 4:30pm 4:30 – 5.00pm

5:00 – 5:30pm 5:30 – 6:00pm

Signed: