

KEW RIVERSIDE PRIMARY SCHOOL

37 Courtlands Avenue, Kew. TW9 4ES Tel: 020 8487 8437
Headteacher: Darren Norman

21st October 2016

Dear Parents and Carers,

Parents Consultations – Key Stage 2

We will be holding individual parents' meetings to discuss your child's progress and their targets on:

Tuesday 15th November and Wednesday 16th November

You will be allocated a 15 minute appointment with the class teacher on one of these days. It is important that we stay within these timescales to ensure everyone has an opportunity to speak to their teacher.

For these consultations, we would like your child to attend.

Parents of children who receive SEN support in school (not including those with Statements or EHC plans) will be allocated two consecutive slots totalling 30 minutes. Parents of children with Statements or EHC plans do not need to book time slots as they will continue to attend regular IEP meetings.

Please complete the tear off slip indicating within which 1/2 hour slot you would prefer your 15 minute appointment and on which day. Please choose two so that we can accommodate your preference.

Fit for Sport will be running a free of charge crèche facility in the school hall/community room.

Please return the slip to school by **1st November** . We will inform you of your appointment time by **4th November**.

Yours sincerely,
Darren Norman
Headteacher.

Name of Child.....

Class

Appointment Slots

Tuesday 15 th November 2016	
Time	Choice: 1st, 2nd
3.30 – 4.30	
4.30 – 5.30	
5.30 – 6.30	
6.30 – 7.00	

Wednesday 16 th November 2016	
Time	Choice: 1st, 2nd
1.30 – 2.30	
2.30 – 3.30	
3.30 – 4.30	
4.30 – 5.30	

Signed.....