

Olveston CEVC Primary School  
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*Lifelong learning, striving for excellence*

Wednesday 4<sup>th</sup> March 2009

Dear Parents/Carers,

As identified in our school newsletter, we will be holding parents evenings for all classes on Wednesday 11<sup>th</sup> and Thursday 12<sup>th</sup> March from 4.00 – 6.30pm. 'Sign up' sheets will be available outside the Year 2 classroom. Please can all parents/carers sign up for a ten minute appointment to discuss their child's progress so far this year and next steps in learning. If you have any additional issues to discuss with your child's class teacher, we ask that you arrange an additional meeting following parents evening. This ensures meetings stay on time which benefits all parents.

As in previous years, we would like to invite Year 6 children to join their parents for the ten minute meeting.

Reception and Year 1 teachers will be holding their parents meetings in the classrooms. Year 2,3,4,5 & 6 teachers will be holding their meetings in the hall.

If you are unable to come into school to make an appointment, please e-mail or telephone to school office and an appointment can be booked in.

Thank you for your continued support.

Yours sincerely,

Miss F. Bertham  
Head Teacher