



Meersbrook Bank Primary School

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Head Teacher: Mrs G. Harvey

Friday 18th October 2024

Upcoming Parents Evenings

Dear Parents and Carers,

We would like to invite you to attend our Parents Evenings after half term. This is an important evening and provides you with an opportunity to speak with your child's class teacher and discuss how your child has settled into the new school year and their targets for the end of the year.

Parents evening will be over two evenings on Tuesday 12th and Wednesday 13th November. Appointments will be face to face held after school in classrooms. Please use the Derbyshire Lane gate for all appointments. Children on the SEND register will have a longer, appointment later in the term at which you will review any specific targets in their support plans.

Please use the link below to indicate a time preference for your appointment and the school office will try their best to accommodate you. <https://forms.office.com/e/pzF79Decib>

Please **DO NOT** send any requests to the normal school enquiries email account as we need to keep all appointment requests separate from all other information. If you prefer to fill out a paper copy to request an appointment, please pop into school office. Appointments can be requested from Sunday 20th October but will not be confirmed straight away. We will confirm all appointments through your class dojo account as soon as we come back after half term.

As I'm sure you will appreciate this a very complicated job, so thanks in advance for your patience! We will allocate slots on a first come, first served basis and will do what we can to put sibling appointments close to each other if we possibly can.

Yours Sincerely,

Mrs A. Hopkins
School Office Manager

Mrs De Marco
Clerical Officer

