



Laura Pearce
Headteacher

Monday 4th March 2024

Dear Parent,

Parent Consultation Booking – Elderberries

We would like to invite you to attend a Parent Consultation, which is being held face to face in the Little Berries building, for your child. Appointments are available on the following dates and times:

Year group	Date	Time	Venue
Elderberries AM & PM	Monday 18th March 2024	1.00 pm to 5.00 pm	Nursery building
	Wednesday 20th March 2024	1.00 pm to 5.00 pm	Nursery building

This is an opportunity to discuss your child's progress, and for any concerns to be raised which either you or the teacher may have.

Each appointment will be approximately 10 minutes long and is unable to be extended. However, if you feel you require further time after this meeting, please liaise with the class teacher who will arrange a meeting for another day. Sessions will finish at the normal time, however if your child's appointment is before this time then your child may leave after your appointment.

Please book your appointment via Arbor from 5.00 pm on Monday 4th March 2024. Guidance on how to do this can be found by following this link <https://www.hazelbury-primary-school.co.uk/attachments/download.asp?file=5711&type=pdf>

In order for the meetings to keep to time, it would be very helpful if you could arrive 5 minutes before your appointment. If you are too late, we may not be able to see you. If you need a translator, please bring a family member or a friend to help you.

Please make every effort to attend. If you cannot make the appointment, please inform the Class Teacher. If you have any queries, please do not hesitate to speak to the Class Teacher or the School Office.

Yours sincerely

Laura Pearce
Headteacher

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