



# Duke of Norfolk CE Primary School

Royle Avenue, Glossop, Derbyshire. SK13 7RD

Headteacher: Mrs. S Barker

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## Parent Evenings

Dear Parent/Carer

We encourage all parents to attend these meetings as this is an opportunity for you to discuss with your child's teacher how your child has progressed with their learning so far.

As a part of this term's parent evening, your child's books will be available to look at in the school hall whilst you wait for your appointment with the class teacher, who will collect you from the hall. We will also have the Book Fair in the school hall on Thursday 20<sup>th</sup> March. Meetings will be approximately 5 minutes long and will take place on:

- Tuesday 18<sup>th</sup> March 3.40pm until 5.30pm
- Thursday 20<sup>th</sup> March 3.40pm until 5.30pm

To avoid any congestion, Night Owls will take place on both evenings in Miss Heppolette's Apple Blossom classroom. If your child has an afterschool club on Thursday 20<sup>th</sup> March, you can collect them from the Lodge building.

Please indicate your preferred day and time below and return the completed slips to your class teacher as soon as possible.

We look forward to seeing you all.

Yours sincerely

Mrs. S Barker  
Headteacher

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### REQUEST SLIP – to be completed by parent

I wish to make an appointment to speak to my child's class teacher

Child's name ..... Class .....

Sibling name(s).....Class(es) .....

Tuesday 18<sup>th</sup> March 3.40 pm–4.45pm / 4.45pm-5.30pm\*

Thursday 20<sup>th</sup> March 3.40pm–4.45pm / 4.45pm-5.30pm\*

\*Tick the day required and delete whichever times are not appropriate

Parent name (please print) .....

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### RETURN SLIP – to be completed by class teacher

Child's name .....

Appointment date..... Appointment time.....