



WHITMORE PARK PRIMARY SCHOOL

Halford Lane
Coventry CV6 2HG

Monday 31st October 2016

Dear Parents / Carers

Reception Parent Meetings

Parent meetings for Reception children will be held on **Monday 7th November 2016 and Tuesday 8th November 2016**. The meetings will take place in your child's **Reception classroom** after school between **3:30pm and 6:00pm**. Please see the slip below for your allocated time.

This meeting will provide an opportunity for your child's class teacher to discuss how your child has settled into school and to answer any questions that you may have about your child's learning in Reception.

Please note that the meetings are for **10 minutes**. If it is found at the meeting that there is more to discuss, then an additional appointment can be made after school on a different day.

If the given time below is not suitable then please speak to your child's class teacher who will arrange a different time with you. If you have any questions, please do not hesitate to speak to your child's class teacher.

Thank you for your co-operation with this matter.

Yours sincerely

Miss Ridgway
Reception Leader

Reception Parent Meetings

Child's Name: _____ Class: _____

Parent Meeting Day and Time: _____

*I will / will not be able to attend the parent meeting (*Please delete as appropriate).

Signed: _____ (Parent / Carer) Dated: _____

Tel: 024 7633 5697

Email: Admin@whitmorepark.coventry.sch.uk

