



Tattershall Primary School
Believe, Achieve, Succeed

Tuesday 9th January 2024

Dear Parents and Carers,

We are pleased to invite you to our next face to face Pupil Progress Meetings. During this meeting you will have the opportunity to discuss your child's academic and social progress and achievements. For parents and carers of children in Class 4 and 5, it will be a good opportunity for you to meet your child's new class teacher. We really value the opportunity to have these child-centred discussions with you and to ensure you are fully informed of the next steps in learning that your child needs to work and how you can support them with this so that together we can ensure your child meets their full potential. In addition, at this meeting you will receive an overview of your child's attendance for this academic year.

Pupil Progress Meetings

We are holding two Pupil Progress' Evenings from 3:30pm ~ 5:30pm on

Monday 22nd January and Thursday 25th January

Please note that after school clubs will not run this week.

Teachers will be in the following rooms for their meetings so that Mrs Hedley can clean all the classrooms before she finishes at the end of each day.

- Mr Roark, Miss Godber and Mrs McCabe-Reeson will be in their classrooms.
- Miss Morley will be in the Learning Lab next to her classroom,
- Mrs Gibbons will be in the Brain Box accessed through the Hall.
- Mr Hoodless will be in the Star Base which is next to my office.

We request that all parents arrive ahead of your 10-minute appointment, through the main door and sit in the school hall. Your child's learning will be available for you to look through. Teachers will invite you to join them at your planned appointment time. We aim to be strict with our timings. If additional time is required we will ask you to organise another meeting with your child's teacher on a future date.

If you are not able to come on this occasion please write on the form, telephone, or call in at the school office to make an appointment for another date. Please return slips as soon as possible so we can organise timings.

I look forward to seeing as many of you as possible.

Kind regards

Lyndsey Wood

Headteacher

Pupil Progress Meeting Booking Form

Please indicate the times that would suit you best and return this slip to school as soon as possible.

Name of child: **Class:**

	Monday 22nd January	Thursday 25th January
3:30~4:30		
4.30~5.30		
Any		

Pupil Progress Meeting: Monday 22nd January and Thursday 25th January 2024

Dear Parent / Carer

An appointment has been made for you at on

Yours sincerely

Class Teacher