



Friday 4th November 2022

Dear Parents/Carers

I write to advise you about this year's arrangements for our annual Parent Consultation Evenings. As you know, we feel it is important for parents/carers and teachers to come together on a regular basis to discuss our children's progress and achievements, as this enables us to personalise the teaching and learning according to their needs.

Following on from the success and positive feedback received from last year's slightly different approach of holding consultations via telephone conversations, we have decided this year to offer you the option of either a traditional face to face consultation in school, or a telephone consultation. These will be held on the evening of **Tuesday 22nd November**, and the evening of **Wednesday 23rd November**.

As a result, may I ask you to complete the form on the back of this letter, indicating your preferred choice and time slot.

Both face to face and telephone consultations will be in 10 minute slots so there is no difference in the quality or timing of the consultation, and both types of appointment will be available on both days. If more time for discussion is required we will be happy to arrange a further mutually convenient appointment.

Please note that if you have opted for a telephone appointment, teachers may be using their own devices to make the call and consequently the caller ID may show as unknown. Please therefore answer your preferred telephone when it rings at your allotted time irrespective of caller ID.

Please sign and return this letter by **Friday 11th November 2022** so that we can organise a convenient appointment for you.

Regards,

Cathy Logan
Executive Headteacher

The Winterton Federation



WJS Autumn Term 2022 Parent's/Carer's Consultation Appointment

Childs Name: _____

Please indicate the preferred option by ticking the box next to it.

I would like a telephone appointment ☐

Preferred telephone contact number: _____

I would like a face-to-face appointment ☐

Please indicate the preferred time slot by ticking next to it.

Tuesday 22 nd November 2022	
3.45pm – 4.15pm	
4.15pm – 4.45pm	
4.45pm – 5.15pm	
5.15pm – 5.45pm	
5.45pm – 6.15pm	
6.15pm – 6.45pm	

Wednesday 23 rd November 2022	
3.45pm – 4.15pm	
4.15pm – 4.45pm	
4.45pm – 5.15pm	
5.15pm – 5.45pm	
5.45pm – 6.00pm	

Your allocated slot is:_____.

The Winterton Federation

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