

THE RICHARD HEATHCOTE C. P. SCHOOL

The Drive, Alsagers Bank, Stoke on Trent ST7 8BB

Telephone: 01782 720406

Website: www.heathcote.staffs.sch.uk

Email: office@heathcote.staffs.sch.uk



Headteacher Mrs L. Chell

01.10.19

Dear Parents/Carers,

PARENTS EVENING – MONDAY 21st OCTOBER 2019 3.30PM – 6.45PM

We would love to see you at our Parents' Evening to discuss your child's progress.

Appointments will be in 5 minute blocks, however, if you feel that you would like longer please speak with your child's teacher to arrange an appointment at another time.

All teachers will be in the school hall with the exception of Elm Class – Nursery and Sycamore class - Year 4/5, who will be in their mobile classrooms. Your child's books will be available for you to look at in their classrooms.

Please complete the slip below and circle your preferred time. We will endeavour to see you on time.

Kind Regards,

Mrs L Chell
Headteacher

Child's name _____ Class _____

I would like to make an appointment on Monday 21st October 2019.

(please circle the most appropriate time)

3.30pm – 4.00pm

4.00pm – 4.30pm

4.30pm – 5.00pm

5.00pm – 5.30pm

5.30pm – 6.00pm

6.00pm – 6.30pm

6.30pm – 6.45pm