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| **Little Gaddesden C** |

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Dear Parents,

**Parent Consultations**

Parent consultations will be taking place on **Wednesday 4th and Thursday 5th March** to give you the opportunity to discuss your child’s progress with their class teacher. You will also be able to see your child’s work and may find it helpful to do this before your consultation time. Class Teachers will be available as follows:

**Class One** - Mrs Patterson and Mrs Miles – Wednesday 4th March 2.00pm – 3.00pm and Thursday 5th March 5.00pm – 7.00pm

**Class Two** – Mrs Steeds and Miss Allen – Wednesday 4th March 1.30pm – 4.00pm and Thursday 5th March 5.00pm – 7.00pm

**Class Three** – Mrs Charter and Mrs Blumsom - Wednesday 4th March 2.00pm – 4.30pm and 5th March 5.00pm – 7.00pm

**Class Four** Mrs Patel – Wednesday 4th March 3.00pm – 4.00pm and Thursday 5th March 5.00pm – 7.00pm

We will again be using an online booking system. To book a slot:

* Go to https://www.signupgenius.com/go/5080D4AABAD23A7F85-parent1
* Select the date and time you would like to book
* Click in the relevant box for your child’s Class Teacher. Enter your name and email address.
* Make a note of the date and time
* Click on Submit Form. Once you have selected and booked a slot it will disappear from the Booking Form so that it cannot be booked by another parent.
* If you have more than one child, repeat the process. Please allow at least 10 minutes between the end of the first and the beginning of the next slot.

Please complete your booking(s) by **Tuesday 25th February**.

If you are unable to complete the form online, please pop into the Office and we will help you.

If you are unable to come to the dates given but would like to meet your child’s Class Teacher, please contact the teacher to make other arrangements.

Yours sincerely

**Charis Geoghegan**

**Headteacher**