



# PARK HILL PRIMARY SCHOOL

LOWER EASTERN GREEN LANE, COVENTRY - CV5 7LR  
TEL: 024 7646 6669 - EMAIL: [adminstaff@parkhill.coventry.sch.uk](mailto:adminstaff@parkhill.coventry.sch.uk)  
School website: [www.parkhillprimaryschool.co.uk](http://www.parkhillprimaryschool.co.uk)  
Headteacher: Mr P Griffin

5 March 2018

Dear Parents,

This term, Parents' Evening will take place on **Wednesday 14 March 2018** – **appointments can be made from 3.45pm until 7.30pm**. Please indicate which time is the most suitable for you by placing 1, 2 or 3 in the appropriate boxes and return the slip to school as soon as possible in order to avoid any disappointment. All Class Teachers are intending to return details of your appointment on **Wednesday 7 March 2018**.

This meeting is an opportunity to meet your child's teacher on a one to one basis and I would encourage you all to attend. For parents of children in **Year 6**, I would like the children to accompany their parents and be fully involved in the discussions. For these children, they are working towards their SATs in May 2018 as well as preparing to move on to secondary school.

I recognise that childcare can be an issue for some parents but I believe that this is an opportunity for teachers and parents to hold conversations without children being present. There will not be any child-care facilities for children whilst meetings take place so on that basis please don't bring children to the meeting.

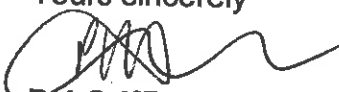
We will endeavour to meet parents' first preference, but I apologise in advance if this is not possible.

## Report Card

Following on from the parent survey, undertaken in November 2017, some parents felt that they did not have enough information about their child's progress and attainment and wanted to be able to support them more with their learning at home. With this in mind, you will be sent home a Report Card for your child on the **9 March**. This report card will need to be brought with you for your appointment and will form the basis of your discussion at Parent's Evening with your child's class teacher. It is based on their Autumn Term assessments and will give you an idea of how your child is achieving, related to age related expectations, at this stage of the year. It also gives specific targets that you can support your child with at home.

We are looking forward to welcoming you all into school on the **14 March 2018**.

Yours sincerely

  
**P J Griffin**  
**Head Teacher**

# Parents' Evening Appointment Request

Teacher's Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

## Spring Term Parent's Evening

Please indicate your preference with a 1 (most ideal), 2 (next best time) or a 3.

Wednesday 14 March 2018			
3.45 - 4.30	4.30 - 5.30	5.30 - 6.30	6.30 - 7.30

Thank you

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Parent Evening Appointment*	
Class Teacher: .....	Time: .....
.....	.....
.....	.....

*\* to be completed by staff*