



Plumcroft Primary School

Plum Lane, Plumstead, London SE18 3HW
Tel: 020 8854 1308 Fax: 020 8317 0026

Headteacher: Mr Richard Slade

Deputy Headteacher: Mrs Annette Graney

18th October 2018

Dear Parents/Carers,

Parents Meetings for reception

Parents Meetings will be held on Tuesday 6th November between 3.30pm and 7.00pm & on Wednesday 7th November between 3.30pm and 5.30pm. The purpose is for you to have an individual meeting with your child's teacher to discuss progress, targets and needs for this academic year.

In reception, sign- up sheets will be going up on classroom doors on Monday 29th October after half term. Please sign up for a time that is convenient for you. However, if your child goes to after school club or you cannot sign up on this day, please complete the slip below and return to your child's class teacher by Monday 29th October or see your child's class teacher to arrange an appointment. If you are unable to come on Tuesday or Wednesday, please arrange the meeting at your mutual convenience.

Yours sincerely

Richard Slade
Headteacher

Name of child _____ Class _____

Tuesday 6th November

Wednesday 7th November

Between 3.30 and 4.15 ___
Between 4.15 and 5.00 ___
Between 5.00 and 6.00 ___
Between 6.00 and 7.00 ___

Between 3.30 and 4.15 ___
Between 4.15 and 5.00 ___
Between 5.00 and 5.30 ___