



FAIRLANDS PRIMARY SCHOOL & NURSERY

Pound Avenue
Stevenage
Hertfordshire
SG1 3JA

27th February 2009

Dear Foundation Stage Parents / Carers,

We will be holding parent/teacher consultations at the school on **Monday, 9th March, 1.30 – 6.00pm** and **Wednesday, 11th March, 4.00 – 8.00pm**. This will give you an opportunity to talk to your child's teacher to find out how they are progressing at school.

The consultations will be held in the new Reception Classroom in the Lower Building.

The appointments are limited to 10 minutes and staff will be doing their best to ensure that timetables for appointments are followed. Should you need to discuss any matters in detail with your child's teacher and feel that this will take longer than a 10 minute appointment, please feel free to arrange to come in and see him/her after school on another occasion.

The appointment will give you an opportunity to ask any questions you might have and to find out more about the kind of activities that your child will be undertaking during the rest of the school year.

There will be a list of appointment times in the **Upper Building entrance area** from **Monday, 2nd March. Please come in and put your name down.**

If you need to bring your child/children with you for the parent/teacher consultations, there will be a **Drop-In Centre** available in the dining hall on both days **from 3.30pm**. Please ask them to stay in the 'Drop-In Centre' in the dining hall whilst you have your appointment.

Yours sincerely

Robert Staples
HEADTEACHER