

Acting Head Teacher:  
Miss Holly Edwards  
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Priory Junior School  
Priory Road  
Gedling  
Nottingham  
NG4 3LE

Dear Parents / Carers,

Parent and teacher meetings will be held on **Tuesday 23<sup>rd</sup> October 2018**. This provides you with an opportunity to find out how your children have been progressing. As you are aware staff are very busy at these events and try to keep your appointment times. If you have a concern, which you feel needs a longer interview, please contact the teacher directly.

We will be updating all emergency contact details for our students at these meetings and forms will be distributed for you to complete.

Usborne Books will be holding a book fair in our reception during the afternoon, displaying a range of exciting books for you to purchase.

Yours sincerely  
Miss H Edwards  
Acting Head Teacher

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**Child's Name:** ..... **Class:** .....

Please indicate the time you would prefer to come.

Tuesday 23<sup>rd</sup> October 2018

- A) Between 1.30 and 2.30pm
- B) Between 2.30 and 3.30pm
- C) Between 3.30 and 4.30pm
- D) Between 5.00 and 5.30pm
- E) Between 5.30 and 6.30pm
- F) Between 6.30 and 7.30pm

1st Choice \_\_\_\_\_

2<sup>nd</sup> Choice \_\_\_\_\_

3<sup>rd</sup> Choice \_\_\_\_\_

Signed \_\_\_\_\_

Parent/Carer

Time Assigned .....